



South African Weather Service

**Fixed Assets Management
Training Manual**

Document Review and Distribution

Document location

Revision history

Version	Author	Date	Revision	Email address
1.0	Sipho Banda	22/07/2019	Final	

Document review

This document is deemed official only if the reviewers have signed below

Reviewer Name	Signature	Role	Date

Document distribution

Version	Name	Date	Email Address



Table of Contents

1	INTRODUCTION	4
1.1	DOCUMENT PURPOSE.....	4
1.2	SCOPE	4
1.3	PROCESS FLOW.....	5
2	FIXED ASSETS MANAGEMENT	7
2.1	ASSET RECORDS	7
2.2	ASSET DEPRECIATION	16
2.3	ASSET DISPOSAL.....	22
2.4	ASSET SPLIT	30
2.5	ASSET TRANSFER	32
2.6	ASSET VERIFICATION	41
2.7	REPORTS	43

1 INTRODUCTION

1.1 Document Purpose

The purpose of this training document is to provide steps on how to enter/maintain Assets and process transactions on the NetSuite system.

1.2 Scope

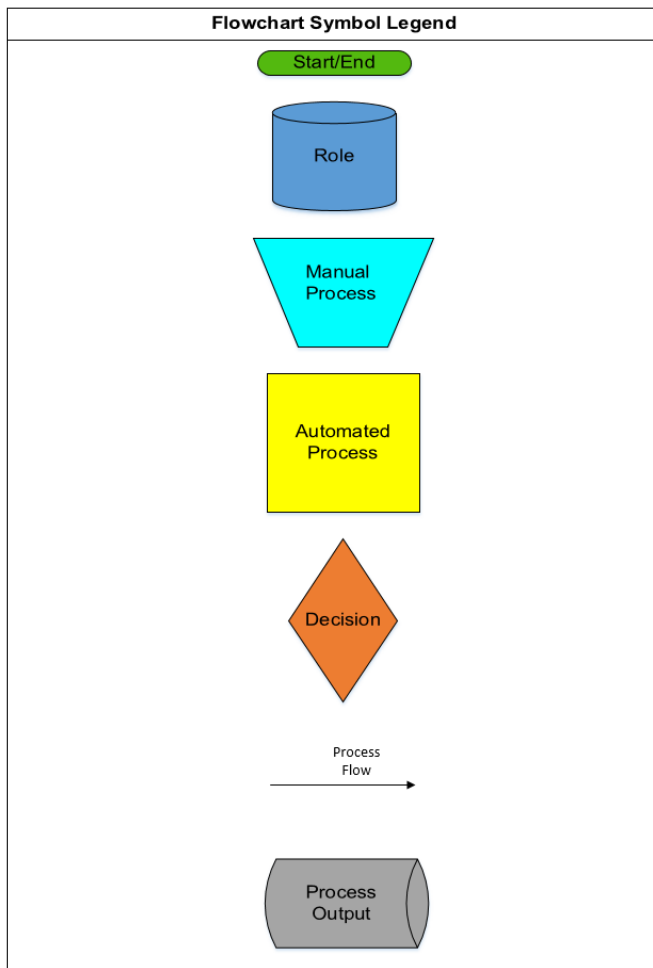
The focus of the training will be on the below functions in NetSuite:

- Asset Records
- Asset Depreciation
- Asset Disposal
- Asset Split
- Asset Transfer
- Asset Verification
- Asset Reports

1.3 Process Flow

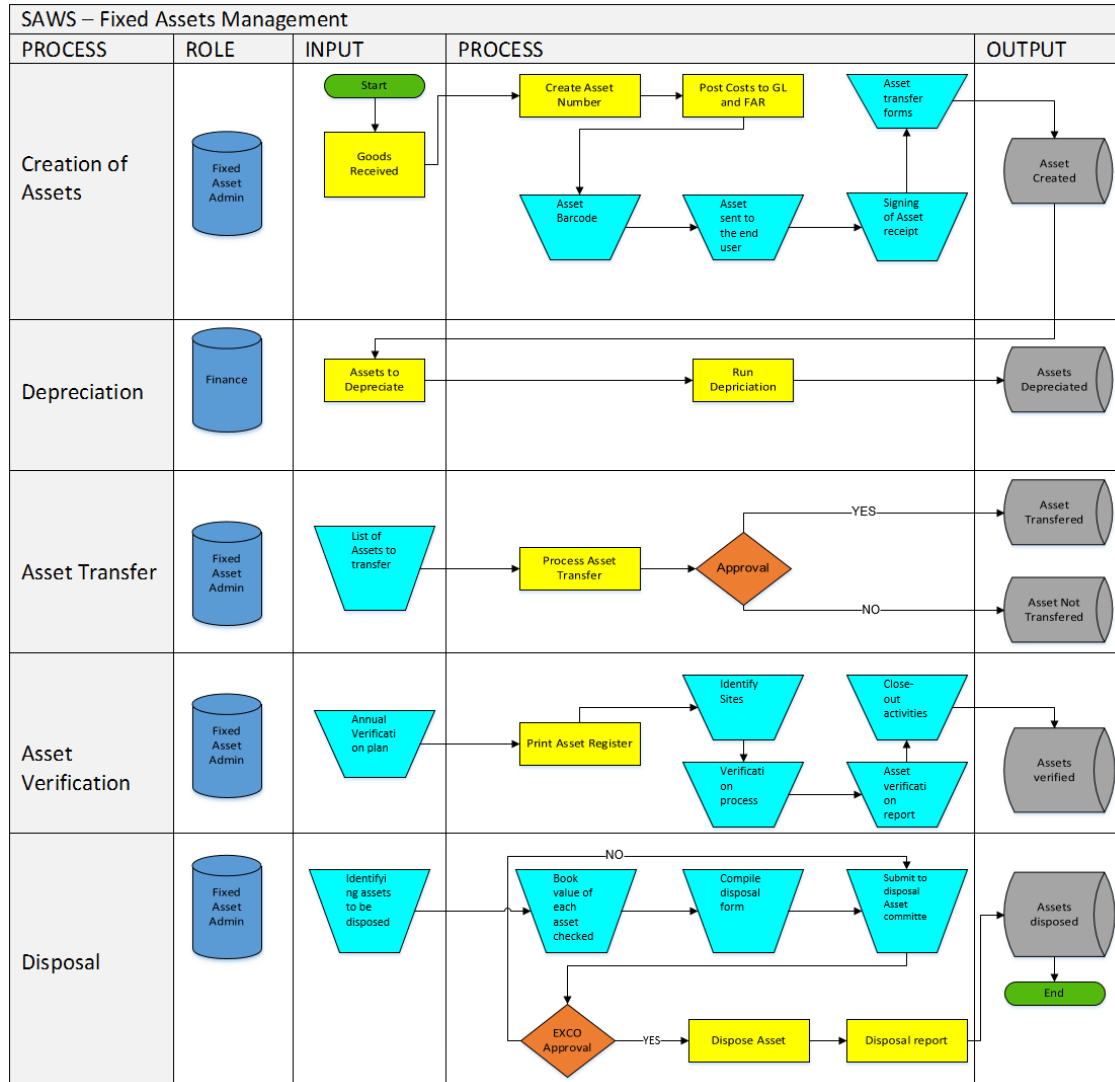
Flowchart Legends

The following are the flowchart symbol legends:



Fixed Assets Management Process

The following figure shows the Fixed Assets Management Process Flow:



2 FIXED ASSETS MANAGEMENT

NetSuite Fixed Assets Management provides automated management of fixed assets acquisition, depreciation, disposals, splits, transfer etc. You can import new assets into NetSuite to track asset depreciation, including the depreciation history of assets. New asset records can also be created manually in NetSuite.

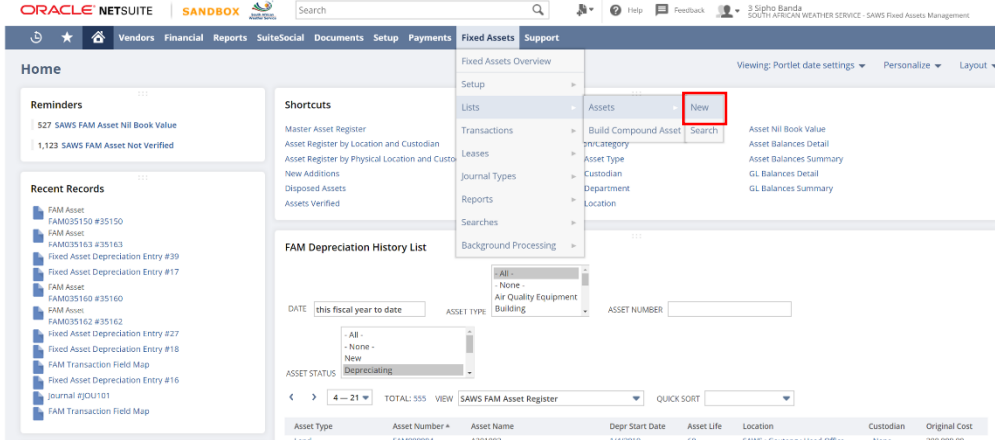
2.1 Asset Records

2.1.1 Asset Types

Before you create an asset record, you must create asset types. Each asset must be assigned an asset type, which defaults some of the asset variables (on creation of new assets) and groups assets in reports and during processing.

To create an asset type:

- Go to Fixed Assets > Setup > Asset Types > New.



The screenshot shows the NetSuite interface for Fixed Assets Management. The 'Fixed Assets' menu is open, and the 'New' option is highlighted with a red box. Below the menu, there is a 'FAM Depreciation History List' table with columns for Asset Type, Asset Number, Asset Name, Depr Start Date, Asset Life, Location, Custodian, and Original Cost. The table contains one row of data for a 'Land' asset.

Asset Type	Asset Number	Asset Name	Depr Start Date	Asset Life	Location	Custodian	Original Cost
Land	FAM00004	A291003	1/4/2019	60	SAWS - Gauteng - Head Office	- None -	300,000.00

- Enter the following fields:
 - Name e.g. **Radar Equipment**. This is a name for the asset type.
 - Description e.g. **This Asset Type relates to Radar Equipment**. This is a general description for the asset type.
 - Accounting Method e.g. **Straight Line**. This method will be used to calculate the values that will be entered into the accounting system.



- Residual Percentage e.g. **10%**. Enter the percentage value of the original cost which the asset will be worth at the end of its lifetime. For example, an asset purchased for R1,000.00 may be worth R100.00 at the end of its lifetime, so the residual value percentage would be 10% (10% of R1,000.00 is R100.00). Entering a residual value will always override the default value calculated using the percentage.
- Asset Lifetime e.g. **60**. Enter the expected lifetime of the asset, in multiples of the depreciation period. Only months is currently supported.
- On the General subtab, provide values for the following fields:
 - Depreciation Active e.g. **True**. You can also select from the following options:
 - True to make this asset type active and to include it in depreciation processing.
 - False if you do not want to include this asset type in depreciation processing.
 - On Project Completion - For assets related to a project, this option sets the assets to start depreciation when the project is completed. Note The Depreciation Start Date and the Acquisition History record will be available, only when the project is closed.
 - Include in Reports - Check this box to include the asset type in the Asset Summary Report. By default, all assets are included in the report.
 - Revision Rules e.g. **Current Period**. Controls how revisions (revaluation) affect the asset.
 - Depreciation Rules e.g. **Acquisition**. You can also select from the following options:
 - Acquisition – Asset is depreciated in the same period when it is first made active.
 - Disposal – Asset is depreciated in the final period of its lifetime.
 - Pro-rata – Asset will depreciate in proportion to a partial month in both the period of acquisition and of disposal, based on a standardized 30-day month.
 - Mid-month – If the Depreciation Start Date falls within the first half of the month (for example, July 11, 2011), then depreciation starts on the same month of the asset acquisition (July). If the Depreciation Start Date falls within the second half of the month (for example, June 18, 2011), then depreciation starts on the month after the month of asset acquisition (July).
 - Depreciation Period e.g. **Monthly**. Select whether the asset will be depreciated monthly or annually. The system defaults to monthly.
 - Custodian e.g. **Training21**. Select the default employee responsible for assets of this type.



- Financial Year Start e.g. **April**. Select the month on which the financial year starts.

ORACLE NETSUITE | SANDBOX | Search | Help | Feedback | 3 Siphso Banda SOUTH AFRICAN WEATHER SERVICE - SAMS Fixed Assets Management

Vendors Financial Reports SuiteSocial Documents Setup Payments Fixed Assets Support

FAM Asset Type

Save Cancel Reset

NAME *
Radar Equipment
ACCOUNTING METHOD *
Straight Line
DEPRECIAL PERCENTAGE *
10.0%
ASSET LIFETIME *
60

INACTIVE
DESCRIPTION
This Asset Type relates to Radar Equipment.

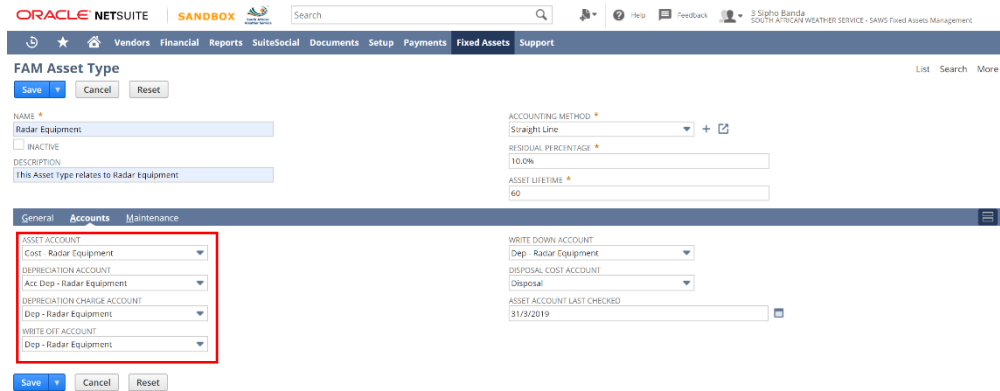
General Accounts Maintenance

DEPRECIATION ACTIVE
True
INCLUDE IN REPORTS
REVISION RULES
Current Period
DEPRECIATION RULES
Acquisition
DEPRECIATION PERIOD
Monthly

CUSTODIAN
47 Training2
SUPPLIER
DISPOSAL ITEM
FINANCIAL YEAR START
April

Save Cancel Reset

- On the Accounts subtab, select accounts to post to for this asset type:
 - Asset Account e.g. **Cost – Radar Equipment**. Select the main asset cost account (balance sheet). When proposing new assets, this is the account that will be searched for new transactions.
 - Depreciation Account e.g. **Accu Dep – Radar Equipment** – Select the account that will be tracking the accumulated depreciation (balance sheet).
 - Depreciation Charge Account e.g. **Dep – Radar Equipment** – Select the expense account for the depreciation charges (period depreciation amount).
 - Write Off Account e.g. **Dep – Radar Equipment** – Select the account for the asset write-off expense.
 - Write Down Account e.g. **Dep – Radar Equipment** – Select the account for the asset write-down expense.
 - Disposal Cost Account e.g. **Disposal** – Select the account for the asset disposal (sale) expenses.
 - Asset Account Last Checked e.g. **31/03/2019** – Enter a start date for the New Asset Proposal process which will search for transactions dated on or after this date. This date will be automatically updated each time asset proposal is run. This date is used for Asset proposal.



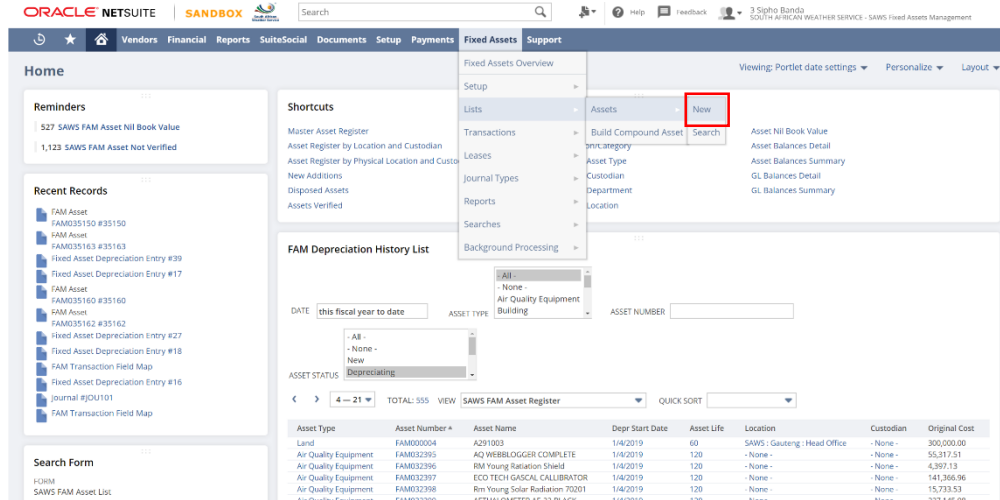
The screenshot shows the 'FAM Asset Type' configuration page in Oracle NetSuite. The 'NAME' field is 'Radar Equipment'. The 'DESCRIPTION' is 'This Asset Type relates to Radar Equipment'. The 'ACCOUNTING METHOD' is 'Straight Line'. The 'RESIDUAL PERCENTAGE' is '10.0%'. The 'ASSET LIFETIME' is '60'. The 'ASSET ACCOUNT' is 'Cost - Radar Equipment'. The 'DEPRECIATION ACCOUNT' is 'Acc Dep - Radar Equipment'. The 'DEPRECIATION CHARGE ACCOUNT' is 'Dep - Radar Equipment'. The 'WRITE OFF ACCOUNT' is 'Dep - Radar Equipment'. The 'WRITE DOWN ACCOUNT' is 'Dep - Radar Equipment'. The 'DISPOSAL COST ACCOUNT' is 'Disposal'. The 'ASSET ACCOUNT LAST CHECKED' is '31/3/2019'. The 'Save' button is highlighted with a red box.

- Click the Save button.

2.1.2 Creating Assets

To create an asset record:

- Go to Fixed Assets > Lists > Assets > New



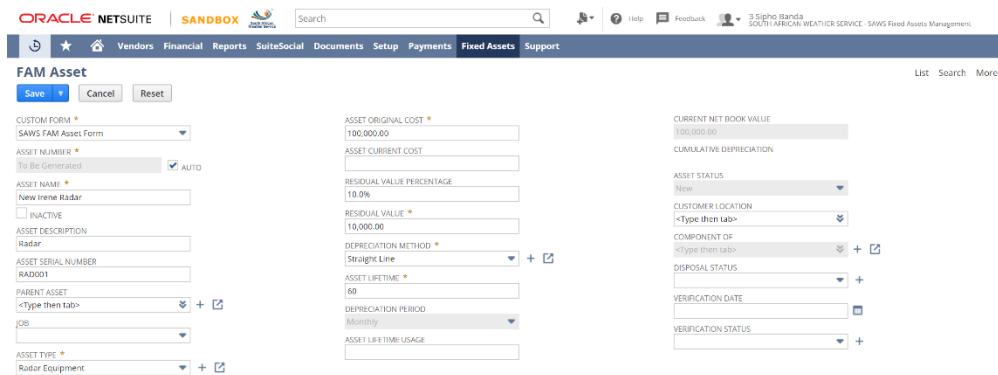
The screenshot shows the 'Fixed Assets' navigation menu in Oracle NetSuite. The 'New' button is highlighted with a red box. Below the menu, the 'FAM Depreciation History List' is visible, showing a table of asset records.

Asset Type	Asset Number *	Asset Name	Depr Start Date	Asset Life	Location	Custodian	Original Cost
Land	FAM000004	A291003	1/4/2019	60	SAWS - Gauteng : Head Office	-None-	300,000.00
Air Quality Equipment	FAM032395	AQ WEBBLOGGER COMPLETE	1/4/2019	120	-None-	-None-	55,317.51
Air Quality Equipment	FAM032396	RM Young Radiation Shield	1/4/2019	120	-None-	-None-	4,397.13
Air Quality Equipment	FAM032397	ECO TECH GASCAL CALIBRATOR	1/4/2019	120	-None-	-None-	141,266.96
Air Quality Equipment	FAM032398	Rm Young Solar Radiation 70201	1/4/2019	120	-None-	-None-	15,733.53
Air Quality Equipment	FAM032399	ACTUAL METER AC 33 BLACK	1/4/2019	120	-None-	-None-	377,446.08

- Enter values for the following fields:
 - Note: The Asset Number is system-generated.
 - Asset Name e.g. **New Irene Radar** – This is a name of the asset.
 - Asset Description e.g. **Radar** – This is a brief description of the asset.
 - Asset Serial Number e.g. **RAD001** – This is a serial number to track or identify the asset.
 - Parent Asset – If this asset is part of a collection of assets, select the parent asset that this asset belongs to. Child assets are automatically depreciated when the parent asset is depreciated, and could also be affected by other operations upon the parent asset.
 - Project – Select the project that the asset is related to. You can set the Depreciation Active setting to On Project Completion for assets related to a project. This will automatically start asset depreciation when the project completes. For more information on Depreciation Active, see General Subtab.
 - Asset Type e.g. **Radar Equipment** – Select the asset type for this asset. When you select an asset type, default values based on the asset type will automatically populate most of the asset record fields. The asset type also categorizes assets in reports and other processes.
 - Asset Original Cost e.g. **100 000** – Enter the original (purchase) cost of the asset.
 - Asset Current Cost e.g. **100 000** – If the current cost is the same as the original cost, it will default once the record is saved. This will include any write-down amounts which have been applied to the asset.
 - Residual Value Percentage e.g. **10%** – The default value is set by asset type. You can enter a percentage if it is different to the default value from the asset type.
 - Residual Value e.g. **10 000** – This values defaults from the residual value percentage.
 - Accounting Method e.g. **Straight Line** – The default method is set by asset type.
 - Asset Lifetime e.g. **60** – The value defaults from the asset type but it can be modified.
 - Depreciation Period e.g. **Monthly** – It defaults to monthly.
 - Asset Lifetime Usage – If the depreciation of the asset is governed by the use made of that asset (for example, vehicle mileage), enter a lifetime usage figure that represents the total number of units available for the asset. When the total usage to date equals the

lifetime usage, the asset will have reached the end of its lifetime.
Leave blank.

- Current Net Book Value e.g. **100 000** – The current book valuation of the asset defaults from the Asset Original/Current Cost.
- Cumulative Depreciation – The total depreciation amount applied to date to the asset. It is greyed out.
- Asset Status e.g. **New** – Defaults to New.
- Customer Location – Select a customer or create a new customer record.
- Disposal Status – Leave Blank.
- Verification Date – Leave Blank. Enter a verification date if the asset has been verified.
- Verification Status – Leave Blank. Enter a verification status if the asset has been verified.



ORACLE NETSUITE | SANDBOX | Search

Vendors Financial Reports SuiteSocial Documents Setup Payments Fixed Assets Support

FAM Asset List Search More

Save Cancel Reset

CUSTOM FORM *
\$AWS FAM Asset Form

ASSET NUMBER *
To Be Generated AUTO

ASSET NAME *
Newtrane Radar

INACTIVE

ASSET DESCRIPTION
Radar

ASSET SERIAL NUMBER
RAD001

PARENT ASSET
<Type then tab> +

JOB
+

ASSET TYPE *
Radar Equipment +

ASSET ORIGINAL COST *
100,000.00

ASSET CURRENT COST
+

RESIDUAL VALUE PERCENTAGE
10.0%

RESIDUAL VALUE *
10,000.00

DEPRECIATION METHOD *
Straight Line +

ASSET LIFETIME *
60

DEPRECIATION PERIOD
Monthly

ASSET LIFETIME USAGE
+

CURRENT NET BOOK VALUE
100,000.00

CUMULATIVE DEPRECIATION
+

ASSET STATUS
New

CUSTOMER LOCATION
<Type then tab>

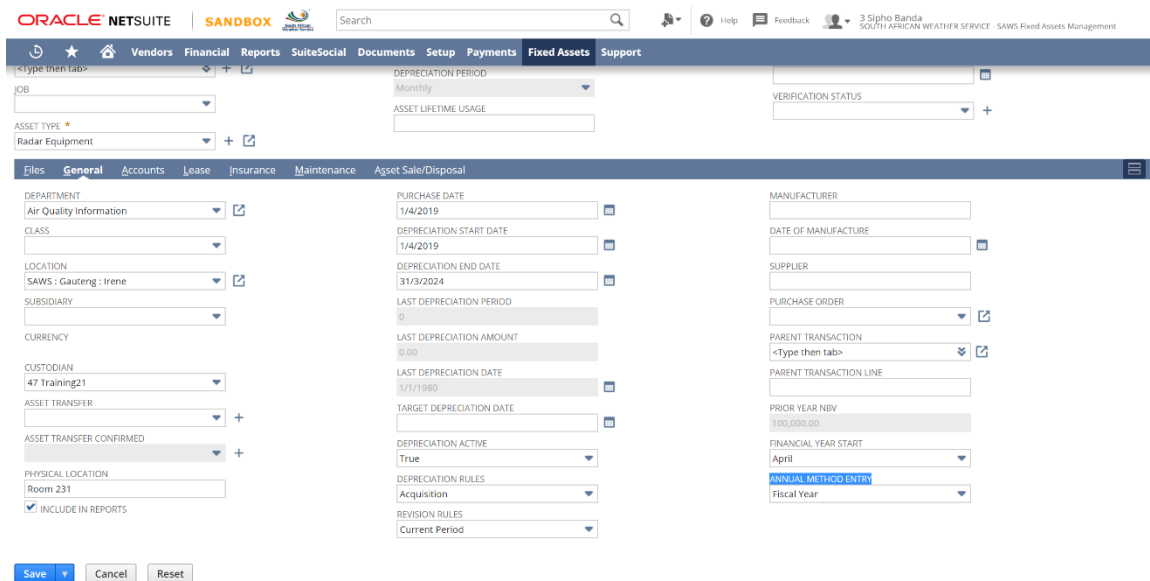
COMPONENT OF
<Type then tab> +

DISPOSAL STATUS
+

VERIFICATION DATE
+

VERIFICATION STATUS
+

- On the general subtab enter values for the following fields:
 - Department e.g. **Air Quality Information**
 - Location e.g. **SAWS : Gauteng : Irene**
 - Custodian e.g. **Training 21** – This value defaults from the asset type.
 - Physical Location e.g. **Room 231**
 - Include in Reports – the check box is checked.
 - Purchase Date e.g. **01/04/2019**
 - Depreciation Start Date e.g. **01/04/2019**
 - Depreciation End Date e.g. **31/03/2024** – The date is calculated based on the asset lifetime and depreciation start date.
 - Depreciation Rules e.g. **Acquisition**. Defaults from the asset type.
 - Revision Rules e.g. **Current Period**. Defaults from the asset type.
 - Depreciation Active e.g. **True**.
 - Financial Year Start e.g. **April** – Select the month on which the financial year starts.
 - Annual Method Entry e.g. **Fiscal Year**.



The screenshot shows the Oracle NetSuite interface for Fixed Assets Management. The 'General' subtab is active, displaying various fields for asset configuration. The 'DEPARTMENT' is set to 'Air Quality Information', 'LOCATION' to 'SAWS : Gauteng : Irene', and 'CUSTODIAN' to '47 Training21'. The 'PURCHASE DATE' is '1/4/2019', 'DEPRECIATION START DATE' is '1/4/2019', and 'DEPRECIATION END DATE' is '31/3/2024'. The 'DEPRECIATION PERIOD' is 'Monthly'. The 'DEPRECIATION ACTIVE' checkbox is checked and set to 'True'. The 'DEPRECIATION RULES' are set to 'Acquisition' and 'REVISION RULES' to 'Current Period'. The 'FINANCIAL YEAR START' is set to 'April' and the 'ANNUAL METHOD ENTRY' is set to 'Fiscal Year'. The 'INCLUDE IN REPORTS' checkbox is checked. At the bottom, there are 'Save', 'Cancel', and 'Reset' buttons.

- On the Accounts subtab, select accounts to post to for this asset type:
 - Asset Account e.g. **Cost – Radar Equipment** – This value defaults from the asset type.
 - Depreciation Account e.g. **Accu Dep – Radar Equipment** – This value defaults from the asset type.



- Depreciation Charge Account e.g. **Dep – Radar Equipment** – This value defaults from the asset type.
- Write Off Account e.g. **Dep – Radar Equipment** – This value defaults from the asset type.
- Write Down Account e.g. **Dep – Radar Equipment** – This value defaults from the asset type.
- Disposal Cost Account e.g. **Disposal** – This value defaults from the asset type.

The screenshot displays the Oracle NetSuite interface for Fixed Assets Management. The top navigation bar includes 'Vendors', 'Financial', 'Reports', 'SuiteSocial', 'Documents', 'Setup', 'Payments', 'Fixed Assets', and 'Support'. The main form is titled 'SAWS FAM Asset Form' and contains several sections:

- ASSET INFORMATION:** Includes fields for 'ASSET NAME' (New Irene Radar), 'ASSET DESCRIPTION' (Radar), 'ASSET SERIAL NUMBER' (RAD001), 'ASSET TYPE' (Radar Equipment), 'ASSET ORIGINAL COST' (100,000.00), 'ASSET CURRENT COST', 'RESIDUAL VALUE PERCENTAGE' (10.0%), 'RESIDUAL VALUE' (10,000.00), 'DEPRECIATION METHOD' (Straight Line), 'ASSET LIFETIME' (60), 'DEPRECIATION PERIOD' (Monthly), and 'ASSET LIFETIME USAGE'.
- ACCOUNTS:** A section at the bottom with dropdown menus for 'ASSET ACCOUNT' (Cost - Radar Equipment), 'DEPRECIATION ACCOUNT' (Acc Dep - Radar Equipment), 'DEPRECIATION CHARGE ACCOUNT' (Dep - Radar Equipment), 'WRITE OFF ACCOUNT' (Dep - Radar Equipment), 'WRITE DOWN ACCOUNT' (Dep - Radar Equipment), and 'DISPOSAL COST ACCOUNT' (Disposal).
- Other Fields:** Includes 'CURRENT NET BOOK VALUE' (100,000.00), 'CUMULATIVE DEPRECIATION', 'ASSET STATUS' (New), 'CUSTOMER LOCATION' (<Type then tab>), 'COMPONENT OF' (<Type then tab>), 'DISPOSAL STATUS', 'VERIFICATION DATE', and 'VERIFICATION STATUS'.

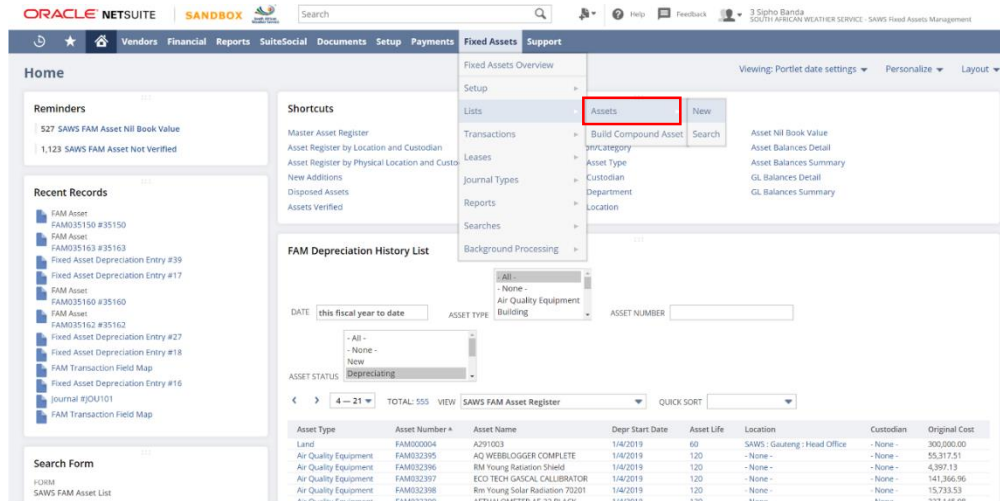
Buttons for 'Save', 'Cancel', and 'Reset' are visible at the bottom left of the form.

- Click the Save button.

2.1.3 Review Assets Information

To review the Asset information:

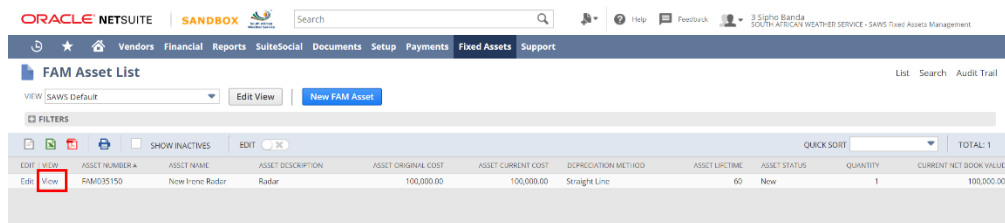
- Go to Fixed Assets > Lists > Assets



The screenshot shows the Oracle NetSuite interface. The 'Fixed Assets' menu is open, and the 'Assets' option is highlighted with a red box. Below the menu, the 'FAM Depreciation History List' is visible, showing filters for DATE (this fiscal year to date), ASSET TYPE (Building), and ASSET STATUS (depreciating). A table of assets is displayed below the filters.

Asset Type	Asset Number	Asset Name	Depr Start Date	Asset Life	Location	Custodian	Original Cost
Land	FAM000004	A291003	1/4/2019	60	SAWS - Gauteng : Head Office	-None -	300,000.00
Air Quality Equipment	FAM032395	AQ WEBB LOGGER COMPLETE	1/4/2019	120	-None -	-None -	55,317.51
Air Quality Equipment	FAM032396	BM Young Satelion Shield	1/4/2019	120	-None -	-None -	4,397.13
Air Quality Equipment	FAM032397	ECD TECH GAS CALIBRATOR	1/4/2019	120	-None -	-None -	141,366.96
Air Quality Equipment	FAM032398	Rm Young Solar Radiation 79201	1/4/2019	120	-None -	-None -	15,733.53
Air Quality Equipment	FAM032399	RTUAL PMETER AC 33.00 ACPC	1/4/2019	120	-None -	-None -	133,146.08

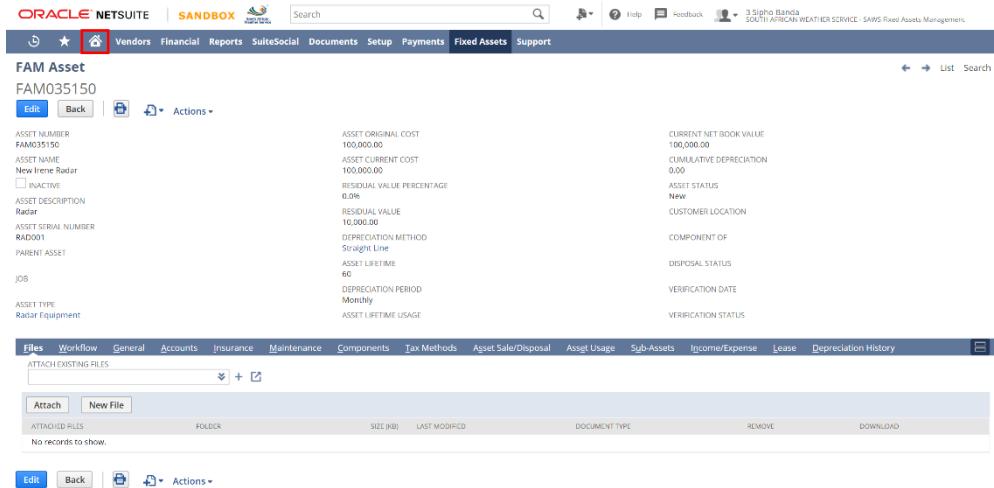
- Click View



The screenshot shows the 'FAM Asset List' view in Oracle NetSuite. The 'VIEW' dropdown is set to 'SAWS Default'. A table of assets is displayed with columns for ASSET NUMBER, ASSET NAME, ASSET DESCRIPTION, ASSET ORIGINAL COST, ASSET CURRENT COST, DEPRECIATION METHOD, ASSET LIFETIME, ASSET STATUS, QUANTITY, and CURRENT NET BOOK VALUE. The 'View' button in the table is highlighted with a red box.

EDIT	VIEW	ASSET NUMBER	ASSET NAME	ASSET DESCRIPTION	ASSET ORIGINAL COST	ASSET CURRENT COST	DEPRECIATION METHOD	ASSET LIFETIME	ASSET STATUS	QUANTITY	CURRENT NET BOOK VALUE
Edi	View	FAM035150	New Irene Radar	Radar	100,000.00	100,000.00	Straight Line	60	New	1	100,000.00

- Review the Asset details then click the home button.



The screenshot displays the Oracle NetSuite interface for the Fixed Assets Management SuiteApp. The top navigation bar includes 'Vendors', 'Financial', 'Reports', 'SuiteSocial', 'Documents', 'Setup', 'Payments', 'Fixed Assets', and 'Support'. The 'Fixed Assets' tab is active, showing the details for asset 'FAM035150'. The asset name is 'New Irene Radar'. The interface is divided into three columns of fields:

Field Name	Value	Field Name	Value	Field Name	Value
ASSET NUMBER	FAM035150	ASSET ORIGINAL COST	100,000.00	CURRENT NET BOOK VALUE	100,000.00
ASSET NAME	New Irene Radar	ASSET CURRENT COST	100,000.00	CUMULATIVE DEPRECIATION	0.00
<input type="checkbox"/> INACTIVE		RESIDUAL VALUE PERCENTAGE	0.0%	ASSET STATUS	New
ASSET DESCRIPTION	Radar	RESIDUAL VALUE	10,000.00	CUSTOMER LOCATION	
ASSET SERIAL NUMBER	RAD001	DEPRECIATION METHOD	Straight Line	COMPONENT OF	
PARENT ASSET		ASSET LIFETIME	60	DISPOSAL STATUS	
JOB		DEPRECIATION PERIOD	Monthly	VERIFICATION DATE	
ASSET TYPE	Radar Equipment	ASSET LIFETIME USAGE		VERIFICATION STATUS	

Below the asset details is a section for 'ATTACH EXISTING FILES' with an 'Attach' button and a table with columns: FOLDER, SIZE (KB), LAST MODIFIED, DOCUMENT TYPE, REMOVE, and DOWNLOAD. The table currently shows 'No records to show.' At the bottom, there are 'Edit', 'Back', and 'Actions' buttons.

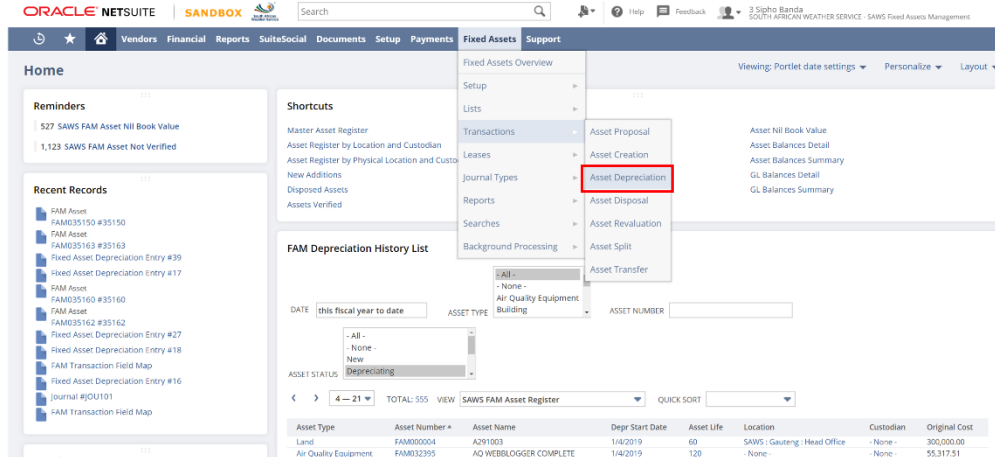
2.2 Asset Depreciation

In the Fixed Assets Management SuiteApp, you can run Asset Depreciation to depreciate assets for the first time or to depreciate an asset following a revision of the depreciation method or period. Asset depreciation can be performed periodically for a single asset type or for several asset types. This procedure is run to depreciate assets for the next period. The Fixed Assets Management SuiteApp will decide which assets require depreciation by checking the depreciation start date, last depreciation period, and depreciation rules. When posting the depreciation values, the system will create a batch of GL journal entries. An asset will depreciate for each period set on the depreciation method. An asset will depreciate for each of its period intervals up to the date entered on the Depreciate Assets page. For example, if an asset has a monthly depreciation period, and its last depreciation is in January, a depreciation run for June will cause a depreciation to happen for February, March, April, May, and June.

2.2.1 Run Depreciation

To depreciate assets for the period:

- Go to Fixed Assets > Transactions > Asset Depreciation.



The screenshot shows the Oracle NetSuite interface for Fixed Assets. The 'Fixed Assets' menu is open, and 'Asset Depreciation' is highlighted with a red box. Below the menu, there are filters for DATE (set to 'this fiscal year to date'), ASSET TYPE (set to 'Building'), and ASSET STATUS (set to 'Depreciating'). A table of assets is visible at the bottom.

Asset Type	Asset Number	Asset Name	Depr Start Date	Asset Life	Location	Custodian	Original Cost
Land	FAM000004	A391003	1/4/2019	60	SAWS - Gauteng - Head Office	- None -	300,000.00
Air Quality Equipment	FAM032395	AQ WEBBLOGGER COMPLETE	1/4/2019	120	- None -	- None -	55,317.51

- Enter values for the following fields:
 - Asset Type(s) — Select one or more asset types.
 - Depreciation Period e.g. 31/07/2019 – This is a date up to which assets will be depreciated.
 - Depreciation Reference e.g. July Depreciation - Enter a depreciation reference to be used as the base reference on all generated journals. Leave this field blank to use the default reference.

Depreciate Assets

Depreciate Assets

ASSET TYPE(S)

- Fleet4
- Fleet5
- Fleet6
- Houses
- Land
- Minor Computers
- Motor Vehicles
- Radar Equipment**

DEPRECIATION PERIOD *

30/4/2019

DEPRECIATION REFERENCE

April Depreciation

- Click Depreciate Assets. The Fixed Assets Management SuiteApp calculates the value to be depreciated based on the depreciation method and period entered.

Depreciate Assets

Depreciate Assets

ASSET TYPE(S)
Fleet4
Fleet5
Fleet6
Houses
Land
Minor Computers
Motor Vehicles
Radar Equipment

DEPRECIATION PERIOD *
30/4/2019

DEPRECIATION REFERENCE
April Depreciation

- You will be redirected to the Process Status page, where you can track the status of the depreciation. On the Process Status page, the following processes will be queued for asset depreciation. You can click the Details link on any process to view the process stage details. The process has completed.

FAM Process Status

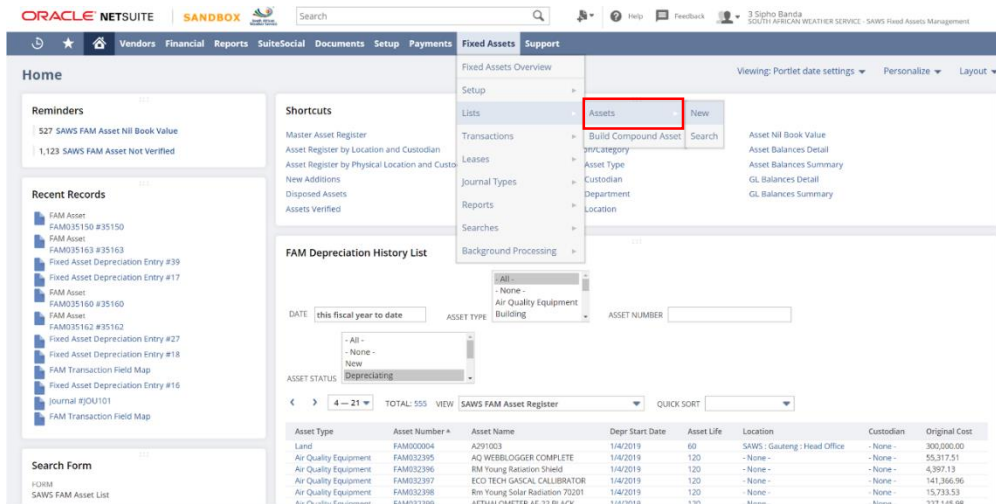
Refresh

#	INTERNAL ID	PROCESS NAME	DATE CREATED	STATUS	PROCESS STAGE	DETAILS	ERRORS
1	3893	Asset Depreciation	11/10/2019 1:01 PM	Completed		Details	
2	3891	Reset Asset Values	10/10/2019 9:45 PM	Completed		Details	
3	3889	Reset Asset Values	10/10/2019 9:36 PM	Completed		Details	
4	3788	Asset Depreciation	2/10/2019 5:44 PM	Completed		Details	
5	3787	Asset Depreciation	2/10/2019 11:49 AM	Completed		Details	
6	3587	Data Migration	27/9/2019 2:09 PM	Completed		Details	
7	3586	Asset Depreciation	25/9/2019 8:28 PM	Completed		Details	

2.2.2 Review Depreciation Entries

To review depreciation entries:

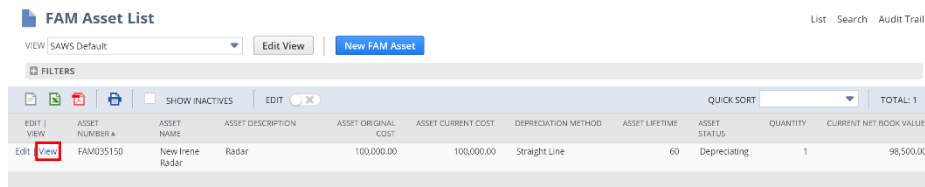
- Go to Fixed Assets > Lists > Assets



The screenshot shows the Oracle NetSuite interface. The top navigation bar includes 'Fixed Assets' and 'Support'. A dropdown menu is open under 'Fixed Assets', with 'Assets' highlighted in red. Below the menu, there are search filters for 'DATE' (set to 'this fiscal year to date'), 'ASSET TYPE' (set to 'Building'), and 'ASSET STATUS' (set to 'Depreciating'). A table titled 'SAWS FAM Asset Register' is visible at the bottom of the screenshot.

Asset Type	Asset Number	Asset Name	Depr Start Date	Asset Life	Location	Custodian	Original Cost
Land	FAM00004	A219023	1/4/2019	60	SAWS - Gauteng - Head Office	- None -	300,000.00
Air Quality Equipment	FAM032395	AO WEBBLOGGER COMPLETE	1/4/2019	120	- None -	- None -	55,317.51
Air Quality Equipment	FAM032396	BM Young Radiation Shield	1/4/2019	120	- None -	- None -	4,397.13
Air Quality Equipment	FAM032397	ECO TECH GASCAL CALLIBRATOR	1/4/2019	120	- None -	- None -	141,366.96
Air Quality Equipment	FAM032398	Bm Young Solar Radiation 75201	1/4/2019	120	- None -	- None -	15,733.53
Air Quality Equipment	EA0493396	REFRESH CAMERA 4K 13.3 DI 4K	1/4/2019	120	- None -	- None -	537,148.00

- Click View



The screenshot shows the 'FAM Asset List' view. At the top, there are buttons for 'Edit View' and 'New FAM Asset'. Below the buttons, there are filters and a table of assets. The first row in the table is highlighted, and the 'View' link in the 'EDIT | VIEW' column is highlighted in red.

EDIT VIEW	ASSET NUMBER	ASSET NAME	ASSET DESCRIPTION	ASSET ORIGINAL COST	ASSET CURRENT COST	DEPRECIATION METHOD	ASSET LIFETIME	ASSET STATUS	QUANTITY	CURRENT NET BOOK VALUE
View	FAM035150	New Irene Radar	Radar	100,000.00	100,000.00	Straight Line	60	Depreciating	1	98,500.00

- Click the Depreciation History

Request Transfer Request Disposal Actions

RESIDUAL VALUE PERCENTAGE 0.0%	CUSTOMER LOCATION
RESIDUAL VALUE 10,000.00	COMPONENT OF
DEPRECIATION METHOD Straight Line	DISPOSAL STATUS
ASSET LIFETIME 60	VERIFICATION DATE 31/7/2019
DEPRECIATION PERIOD Monthly	VERIFICATION STATUS Verified
ASSET LIFETIME USAGE	TRANSFER APPROVAL STATUS
CURRENT NET BOOK VALUE 98,500.00	DISPOSAL APPROVAL STATUS
ACCUMULATED DEPRECIATION 1,500.00	DISPOSAL APPROVER
ASSET STATUS Depreciating	TRANSFER APPROVER

General Accounts Insurance Maintenance Components Tax Methods Asset Sale/Disposal Asset Usage Sub-Assets Income/Expense Lease **Depreciation History**

ES

File

- Click on view

Request Transfer Request Disposal Actions

RESIDUAL VALUE PERCENTAGE 0.0%	CUSTOMER LOCATION
RESIDUAL VALUE 10,000.00	COMPONENT OF
DEPRECIATION METHOD Straight Line	DISPOSAL STATUS
ASSET LIFETIME 60	VERIFICATION DATE 31/7/2019
DEPRECIATION PERIOD Monthly	VERIFICATION STATUS Verified
ASSET LIFETIME USAGE	TRANSFER APPROVAL STATUS
CURRENT NET BOOK VALUE 98,500.00	DISPOSAL APPROVAL STATUS
ACCUMULATED DEPRECIATION 1,500.00	DISPOSAL APPROVER
ASSET STATUS Depreciating	TRANSFER APPROVER

General Accounts Insurance Maintenance Components Tax Methods Asset Sale/Disposal Asset Usage Sub-Assets Income/Expense Lease **Depreciation History**

GL POSTING	DEPRECIATION START DATE	DEPRECIATION END DATE	ASSET STATUS	VIEW
Yes	1/4/2019	31/3/2024	Depreciating	View

- Click the Journal Entry **Fixed Asset Depreciation Entry #237** link to review the details

Depreciation History More

ASSET
FAM035150

METHOD
Accounting Method

GL POSTING
Yes

SCHEDULE
RECORD
\$1 - 61 of 61

EDIT	TRANSACTION TYPE	DATE	TRANSACTION AMOUNT	NET BOOK VALUE	QUANTITY	POSTING REFERENCE #
Edit	Depreciation	31/1/2020	1,500.00	85,000.00	1	
Edit	Depreciation	31/12/2019	1,500.00	86,500.00	1	
Edit	Depreciation	30/11/2019	1,500.00	88,000.00	1	
Edit	Depreciation	31/10/2019	1,500.00	89,500.00	1	
Edit	Depreciation	30/9/2019	1,500.00	91,000.00	1	
Edit	Depreciation	31/8/2019	1,500.00	92,500.00	1	
Edit	Depreciation	31/7/2019	1,500.00	94,000.00	1	
Edit	Depreciation	30/6/2019	1,500.00	95,500.00	1	
Edit	Depreciation	31/5/2019	1,500.00	97,000.00	1	
Edit	Depreciation	30/4/2019	1,500.00	98,500.00	1	Fixed Asset Depreciation Entry #237
Edit	Acquisition	1/4/2019	100,000.00	100,000.00	1	

- The Fixed Asset Depreciation Entry is pending approval, review the details then click the home button.

Fixed Asset Depreciation Entry ← → List Search

237 **PENDING APPROVAL**

Actions

Primary Information

ENTRY NO. 237	DATE 31/5/2019
CURRENCY South African Rand	MEMO FAM035150
EXCHANGE RATE 1.00	STATUS Pending Approval
APPROVAL STATUS	

ACCOUNT	DEBIT	CREDIT	MEMO	NAME	DEPARTMENT	LOCATION	RELATED ASSET
81450 Dep - Radar Equipment	1,500.00		April Depreciation (FAM)		1 Air Quality Information	SAWS : Gauteng : Irene	
12450 Acc Dep - Radar Equipment		1,500.00	April Depreciation (FAM)		1 Air Quality Information	SAWS : Gauteng : Irene	

Actions

Finance will approve the Journal Entry by following the steps below:

- Go to Fixed Assets > Transactions > Journal Types > Depreciation Entries

Activities Payments Transactions Lists Reports Analytics Documents Setup Customization **Fixed Assets** SuiteSocial Support

Home

Reminders: No content. Please set up this portlet by clicking on the menu icon.

Quick Search: SEARCH, SEARCH FOR: Name/ID, Search

Financial Ratios

INDICATOR	THIS PERIOD
Current Ratio	1.42
Receivables Turnover	0
Days Sales Outstanding	14,282,143.6
Inventory Turnover	0
Days Inventory On Hand	N/A
Asset Turnover	0
Profit Margin on Sales	-1,067,308.35%
Return on Assets	-1.11%
Return on Equity	-2.10%
Debt to Total Assets	0.47
Debt to Equity	0.89

Fixed Assets Overview: Personalize Layout

- Setup
- Lists
- Transactions
- Leases
- Journal Types** - Depreciation Entries **New**
- Reports
- Searches
- Background Processing

- Click Edit on Journal Entry **Fixed Asset Depreciation Entry #237**

Fixed Asset Depreciation Entries List Search

VIEW: SAWS Default **Edit View** **New Fixed Asset Depreciation Entry**

FILTERS

EDIT QUICK SORT: 237 — 186

EDIT VIEW	INTERNAL ID	DATE	DOCUMENT NUMBER	ACCOUNT	WO REJECTED	AMOUNT	QUANTITY
Edit View	46581	31/5/2019	237	81450 Dep - Radar Equipment		1,500.00	
Edt View	46108	31/5/2019	236	81450 Dep - Radar Equipment		100.00	
Edt View	46208	31/5/2019	235	81450 Dep - Radar Equipment		41.67	
Edt View	46007	31/5/2019	234	81450 Dep - Radar Equipment		41.67	
Edt View	44600	31/5/2019	233	81450 Dep - Radar Equipment		100.00	
Edt View	44202	30/6/2019	232	81450 Dep - Radar Equipment		41.67	

- Change the Approval Status to Approved than click the Save button.

Fixed Asset Depreciation Entry ← → List Search

237 **PENDING APPROVAL**

Save Cancel Reset Actions

Primary Information

CUSTOM FORM * SAWS Fixed Asset De...ciation Entry Form	CREDIT [Empty]	POSTING PERIOD May 2019
ENTRY NO. 237	CURRENCY * South African Rand	MEMO FAM035150
OUT OF BALANCE BY DEBIT	EXCHANGE RATE * 1.00	STATUS Approved
APPROVAL STATUS	DATE * 31/5/2019	

Lines	Communication	System Information	Custom	EFT
ACCOUNT *	DEBIT	CREDIT	MEMO	
81450 Dep - Radar Equipment	1,500.00		April Depreciation (FAM)	1 Air Quality Information SAWS : Gauteng : Irene
12450 Acc Dep - Radar Equipment		1,500.00	April Depreciation (FAM)	1 Air Quality Information SAWS : Gauteng : Irene

2.3 Asset Disposal

The Fixed Assets Management SuiteApp enables you to write-off or sell a simple or compound asset. When a fixed asset is disposed during, or at the end of its useful economic life, an adjustment needs to be made to the depreciation provision account so that the account balance represents only the accumulated depreciation to date on fixed assets held at that point in time. Disposing an asset by sale lets you enter a proceeds value and post the difference between the net book value and the proceeds earned from the sale of the asset to the general ledger. A sales invoice is created using the Disposal Item as the line item, and the asset status is set to Disposed. Writing off an asset will post the net book value and cumulative depreciation of the asset to the general ledger and set the book value and cumulative depreciation of the asset to zero. During asset disposal, the system creates depreciation histories for the asset's accounting methods and tax methods (Depreciation History and Alternate Depreciation History Sublist). Asset disposal is applied for both accounting and alternate/tax methods, where the amount sold is separately calculated for each of the methods. For accounting methods, the amount is sourced from the Asset Current Cost in the FAM Asset record. For alternate/tax methods, the amount is sourced from the Current Cost in the FAM Alternate Depreciation record.

- To request approval for disposal, Click the Request Disposal

FAM Asset
FAM035254

[Edit](#)
[Back](#)
[Request Disposal](#)
[Request Transfer](#)
[Print](#)
[Refresh](#)
[Actions](#)

ASSET NUMBER FAM035254	RESIDUAL VALUE PERCENTAGE 10.0%	CUSTOMER LOCATION
ASSET NAME New Radar	RESIDUAL VALUE 10,000.00	COMPONENT OF
<input type="checkbox"/> INACTIVE	DEPRECIATION METHOD Straight Line	DISPOSAL STATUS
ASSET DESCRIPTION Radar	ASSET LIFETIME 60	VERIFICATION DATE
ASSET SERIAL NUMBER RAD002	DEPRECIATION PERIOD Monthly	VERIFICATION STATUS
PARENT ASSET	ASSET LIFETIME USAGE	TRANSFER APPROVAL STATUS
JOB	CURRENT NET BOOK VALUE 100,000.00	DISPOSAL APPROVAL STATUS
ASSET TYPE Radar Equipment	ACCUMULATED DEPRECIATION 0.00	DISPOSAL APPROVER
ASSET ORIGINAL COST 100,000.00	ASSET STATUS New	TRANSFER APPROVER
ASSET CURRENT COST 100,000.00		

[Notes](#)
[Files](#)
[Workflow](#)
[General](#)
[Accounts](#)
[Insurance](#)
[Maintenance](#)
[Components](#)
[Tax Methods](#)
[Asset Sale/Disposal](#)
[Asset Usage](#)
[Sub-Assets](#)

User Notes System Notes

- The disposal request is pending approval

FAM Asset
FAM035254

[Edit](#)
[Back](#)
[Request Transfer](#)
[Print](#)
[Refresh](#)
[Actions](#)

ASSET NUMBER FAM035254	RESIDUAL VALUE PERCENTAGE 10.0%	CUSTOMER LOCATION
ASSET NAME New Radar	RESIDUAL VALUE 10,000.00	COMPONENT OF
<input type="checkbox"/> INACTIVE	DEPRECIATION METHOD Straight Line	DISPOSAL STATUS
ASSET DESCRIPTION Radar	ASSET LIFETIME 60	VERIFICATION DATE
ASSET SERIAL NUMBER RAD002	DEPRECIATION PERIOD Monthly	VERIFICATION STATUS
PARENT ASSET	ASSET LIFETIME USAGE	TRANSFER APPROVAL STATUS
JOB	CURRENT NET BOOK VALUE 100,000.00	DISPOSAL APPROVAL STATUS Pending Approval
ASSET TYPE Radar Equipment	ACCUMULATED DEPRECIATION 0.00	DISPOSAL APPROVER 3 Sipho Banda
ASSET ORIGINAL COST 100,000.00	ASSET STATUS New	TRANSFER APPROVER
ASSET CURRENT COST 100,000.00		

- To approve the disposal request, click the Approve disposal button.

FAM Asset
FAM035254

[Edit](#)
[Back](#)
[Approve Disposal](#)
[Reject Disposal](#)
[Request Transfer](#)
[Print](#)
[Refresh](#)
[Actions](#)

ASSET NUMBER FAM035254	RESIDUAL VALUE PERCENTAGE 10.0%	CUSTOMER LOCATION
ASSET NAME New Radar	RESIDUAL VALUE 10,000.00	COMPONENT OF
<input type="checkbox"/> INACTIVE	DEPRECIATION METHOD Straight Line	DISPOSAL STATUS
ASSET DESCRIPTION Radar	ASSET LIFETIME 60	VERIFICATION DATE
ASSET SERIAL NUMBER RAD002	DEPRECIATION PERIOD Monthly	VERIFICATION STATUS
PARENT ASSET	ASSET LIFETIME USAGE	TRANSFER APPROVAL STATUS
JOB	CURRENT NET BOOK VALUE 100,000.00	DISPOSAL APPROVAL STATUS Pending Approval
ASSET TYPE Radar Equipment	ACCUMULATED DEPRECIATION 0.00	DISPOSAL APPROVER 3 Sipho Banda
ASSET ORIGINAL COST 100,000.00	ASSET STATUS New	TRANSFER APPROVER
ASSET CURRENT COST 100,000.00		

[Notes](#)
[Files](#)
[Workflow](#)
[General](#)
[Accounts](#)
[Insurance](#)
[Maintenance](#)
[Components](#)
[Tax Methods](#)
[Asset Sale/Disposal](#)
[Asset Usage](#)
[Sub-Assets](#)

User Notes System Notes

- The disposal has been approved.

FAM Asset
FAM035254

ASSET NUMBER FAM035254	RESIDUAL VALUE PERCENTAGE 10.0%	CUSTOMER LOCATION
ASSET NAME New Radar	RESIDUAL VALUE 10,000.00	COMPONENT OF
<input type="checkbox"/> INACTIVE	DEPRECIATION METHOD Straight Line	DISPOSAL STATUS
ASSET DESCRIPTION Radar	ASSET LIFETIME 60	VERIFICATION DATE
ASSET SERIAL NUMBER RAD002	DEPRECIATION PERIOD Monthly	VERIFICATION STATUS
PARENT ASSET	ASSET LIFETIME USAGE	TRANSFER APPROVAL STATUS
JOB	CURRENT NET BOOK VALUE 100,000.00	DISPOSAL APPROVAL STATUS Approved
ASSET TYPE Radar Equipment	ACCUMULATED DEPRECIATION 0.00	DISPOSAL APPROVER 3 Siphso Banda
ASSET ORIGINAL COST 100,000.00	ASSET STATUS New	TRANSFER APPROVER
ASSET CURRENT COST 100,000.00		

- To reject the asset disposal, Click the Reject Disposal button.

FAM Asset
FAM035195

ASSET NUMBER FAM035195	RESIDUAL VALUE PERCENTAGE 0.0%	CUSTOMER LOCATION
ASSET NAME Radar	RESIDUAL VALUE 0.00	COMPONENT OF
<input type="checkbox"/> INACTIVE	DEPRECIATION METHOD Straight Line	DISPOSAL STATUS
ASSET DESCRIPTION	ASSET LIFETIME 60	VERIFICATION DATE
ASSET SERIAL NUMBER RADAR003	DEPRECIATION PERIOD Monthly	VERIFICATION STATUS
PARENT ASSET	ASSET LIFETIME USAGE	TRANSFER APPROVAL STATUS
JOB	CURRENT NET BOOK VALUE 49,166.67	DISPOSAL APPROVAL STATUS Pending Approval
ASSET TYPE Radar Equipment	ACCUMULATED DEPRECIATION 833.33	DISPOSAL APPROVER 3 Siphso Banda
ASSET ORIGINAL COST 50,000.00	ASSET STATUS Depreciating	TRANSFER APPROVER
ASSET CURRENT COST 50,000.00		

- Enter rejected on the rejection reason then click the save button.

Asset Reject Reason List

REASON TYPE Asset Disposal Reason	ASSET NUMBER FAM035195: Radar
REASON Rejected	REJECTED BY 3 Siphso Banda
	REJECT DATE 11/10/2019

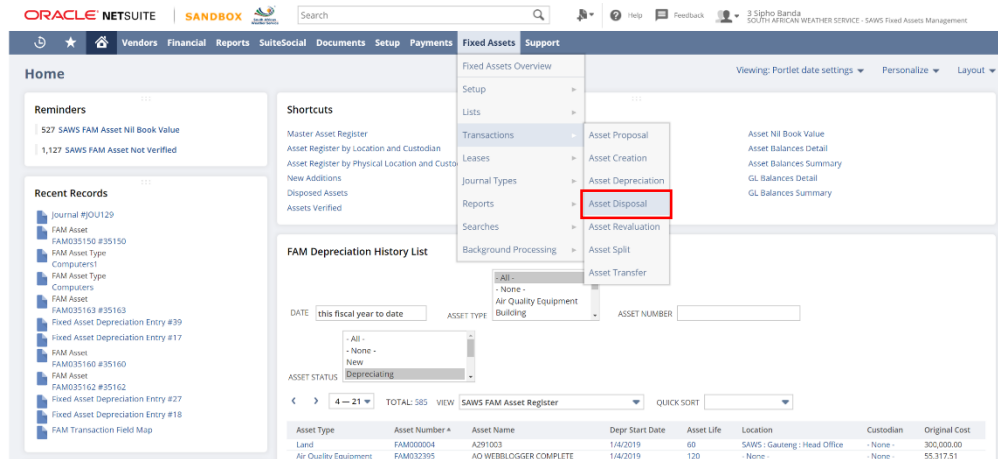
- Click the **FAM035195 Radar** to go back to the Asset detail.

Asset Reject Reason

[Edit](#) [Back](#) [Actions](#) ▾

ID	5	ASSET NUMBER	FAM035195 Radar
DATE CREATED	11/10/2019 3:22 pm	REJECTED BY	3 Siphon Banda
REASON TYPE	Asset Disposal Reason	REJECT DATE	11/10/2019
REASON	Rejected		

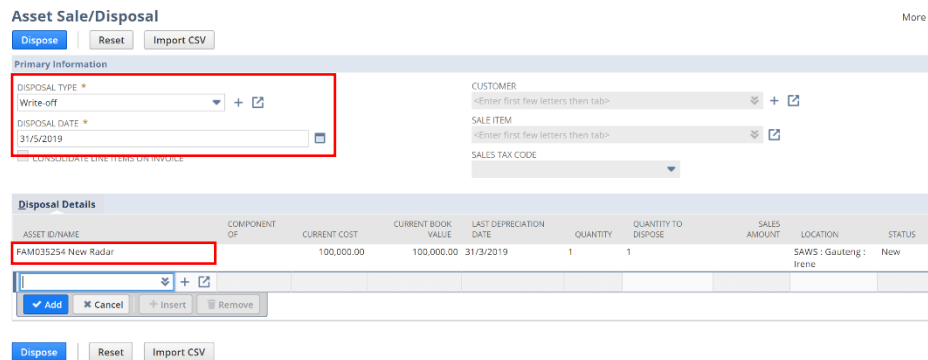
- To process the disposal, go to Fixed Assets > Transactions > Asset Disposal. Log a case with supply chain.



The screenshot shows the Oracle NetSuite interface for Fixed Assets Management. The 'Fixed Assets' menu is open, and 'Asset Disposal' is highlighted with a red box. Below the menu, there is a table of 'FAM Depreciation History List' with columns for Asset Type, Asset Number, Asset Name, Depr Start Date, Asset Life, Location, Custodian, and Original Cost. The table contains two rows of data.

Asset Type	Asset Number	Asset Name	Depr Start Date	Asset Life	Location	Custodian	Original Cost
Land	FAM000004	A291003	1/4/2019	60	SAWS : Gauteng : Head Office	- None -	300,000.00
Air Quality Equipment	FAM032395	AQ WEBBLOGGER COMPLETE	1/4/2019	120	- None -	- None -	55,317.51

- Enter the following fields:
 - Disposal Type e.g. **Write Off**.
 - Disposal Date e.g. **31/05/2019**.
 - Asset ID/Name e.g. **FAM035254 Radar**.



The screenshot shows the 'Asset Sale/Disposal' form. The 'Primary Information' section has 'Disposal Type' set to 'Write-off' and 'Disposal Date' set to '31/5/2019'. The 'Disposal Details' section shows a table with one row of data for 'FAM035254 New Radar'.

ASSET ID/NAME	COMPONENT OF	CURRENT COST	CURRENT BOOK VALUE	LAST DEPRECIATION DATE	QUANTITY	QUANTITY TO DISPOSE	SALES AMOUNT	LOCATION	STATUS
FAM035254 New Radar		100,000.00	100,000.00	31/3/2019	1	1		SAWS : Gauteng : Irene	New

- Click the Dispose button.

Asset Sale/Disposal More

Primary Information

DISPOSAL TYPE *
Write-off

DISPOSAL DATE *
31/5/2019

CONSOLIDATE LINE ITEMS ON INVOICE

CUSTOMER
[Enter first few letters then tab]

SALE ITEM
[Enter first few letters then tab]

SALES TAX CODE

Disposal Details

ASSET ID/NAME	COMPONENT OF	CURRENT COST	CURRENT BOOK VALUE	LAST DEPRECIATION DATE	QUANTITY	QUANTITY TO DISPOSE	SALES AMOUNT	LOCATION	STATUS
FAM035254 New Radar		100,000.00	100,000.00	31/3/2019	1	1		SAWS : Gauteng : Irene	New

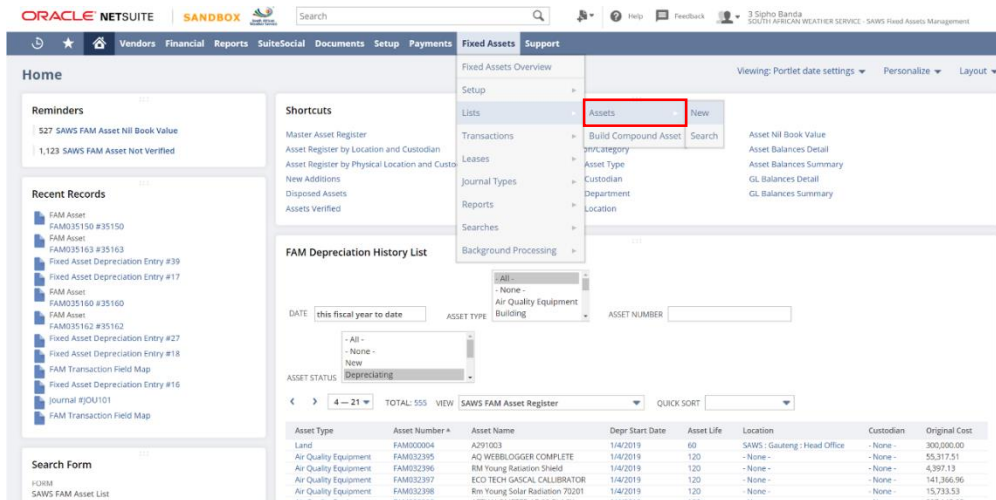
- You will be redirected to the Process Status page, where you can track the status of the disposal.

FAM Process Status

#	INTERNAL ID	PROCESS NAME	DATE CREATED	STATUS	PROCESS STAGE	DETAILS
1	3895	Asset Disposal	11/10/2019 3:33 PM	Completed		Details
2	3894	Reset Asset Values	11/10/2019 3:33 PM	Completed		Details
3	3893	Asset Depreciation	11/10/2019 1:01 PM	Completed		Details
4	3891	Reset Asset Values	10/10/2019 9:45 PM	Completed		Details
5	3889	Reset Asset Values	10/10/2019 9:36 PM	Completed		Details
6	3788	Asset Depreciation	2/10/2019 5:44 PM	Completed		Details
7	3787	Asset Depreciation	2/10/2019 11:49 AM	Completed		Details
8	3587	Data Migration	27/9/2019 2:09 PM	Completed		Details
9	3586	Asset Depreciation	25/9/2019 8:28 PM	Completed		Details
10	3585	Reset Asset Values	25/9/2019 8:28 PM	Completed		Details
11	3385	Reset Asset Values	21/9/2019 1:00 AM	Completed		Details

To update the disposal status:

- Go to Fixed Assets > Lists > Assets



The screenshot shows the Oracle NetSuite interface for Fixed Assets. The 'Fixed Assets' menu is open, and the 'Assets' option is highlighted with a red box. The interface includes a navigation bar with 'Vendors', 'Financial', 'Reports', 'SuiteSocial', 'Documents', 'Setup', 'Payments', 'Fixed Assets', and 'Support'. The main content area shows a 'Fixed Assets Overview' section with a 'Setup' dropdown menu. The 'Assets' option is highlighted, and a 'New' button is visible next to it. Below the menu, there is a 'FAM Depreciation History List' section with a table of asset records. The table has columns for Asset Type, Asset Number, Asset Name, Depr Start Date, Asset Life, Location, Custodian, and Original Cost. The table shows several rows of asset data, including 'Land', 'Air Quality Equipment', and 'Air Quality Equipment'.

- Enter the following fields:
 - Asset Type e.g. **All**.
 - Asset Number e.g. **FAM035254**.
 - Asset Status e.g. **All**.

FAM Asset List List Search

VIEW | SAWS Default Edit View New FAM Asset

FILTERS

ASSET TYPE: - All -
- None -
Air Quality Equipment
Air Quality Equipment1

ASSET STATUS: - All -
- None -
New
Depreciating

DEPARTMENT: - All -
- None -
001 Aviation Johannesburg
001 Aviation Johannesburg : Lanseria

STYLE: Normal

SHOW INACTIVES EDIT

NEW	EDIT VIEW	INTERNAL ID	ASSET NUMBER	ASSET NAME	ASSET DESCRIPTION	ASSET TYPE	ASSET ORIGINAL COST	ASSET CURRENT COST	DEPRECIATION METHOD	ASS
	Edit View	35254	FAM035254	New Radar	Radar	Radar Equipment	100,000.00	100,000.00	Straight Line	

- Click edit on the link below

FAM Asset List List

VIEW | SAWS Default Edit View New FAM Asset

FILTERS

SHOW INACTIVES EDIT

NEW	EDIT VIEW	INTERNAL ID	ASSET NUMBER	ASSET NAME	ASSET DESCRIPTION	ASSET TYPE	ASSET ORIGINAL COST	ASSET CURRENT COST	DEPRECIATION METHOD	ASS
	Edit View	35254	FAM035254	New Radar	Radar	Radar Equipment	100,000.00	100,000.00	Straight Line	

- Select Donation on the Disposal Status then save the Asset.

FAM Asset ← → List Search

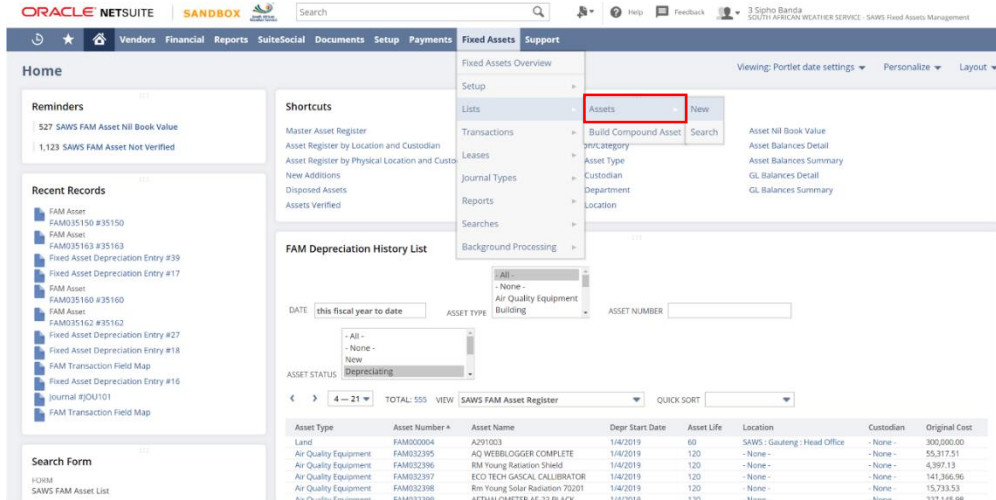
FAM035254

Save Reset Cancel Actions

<p>ASSET NUMBER * FAM035254</p> <p>ASSET NAME * New Radar</p> <p><input type="checkbox"/> INACTIVE</p> <p>ASSET DESCRIPTION Radar</p> <p>ASSET SERIAL NUMBER RAD002</p> <p>PARENT ASSET + []</p> <p>JOB + []</p> <p>ASSET TYPE * Radar Equipment + []</p> <p>ASSET ORIGINAL COST * 100,000.00</p> <p>ASSET CURRENT COST 100,000.00</p>	<p>RESIDUAL VALUE PERCENTAGE 10.0%</p> <p>RESIDUAL VALUE * 10,000.00</p> <p>DEPRECIATION METHOD * Straight Line + []</p> <p>ASSET LIFETIME * 60</p> <p>DEPRECIATION PERIOD Monthly</p> <p>ASSET LIFETIME USAGE + []</p> <p>CURRENT NET BOOK VALUE 0.00</p> <p>ACCUMULATED DEPRECIATION 100,000.00</p> <p>ASSET STATUS Disposed</p>	<p>CUSTOMER LOCATION + []</p> <p>COMPONENT OF + []</p> <p>DISPOSAL STATUS Donation + []</p> <p>VERIFICATION DATE + []</p> <p>VERIFICATION STATUS + []</p> <p>TRANSFER APPROVAL STATUS + []</p> <p>DISPOSAL APPROVAL STATUS Approved + []</p> <p>DISPOSAL APPROVER 3 Sipho Banda + []</p> <p>TRANSFER APPROVER + []</p>
-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

To review the Asset Disposal:

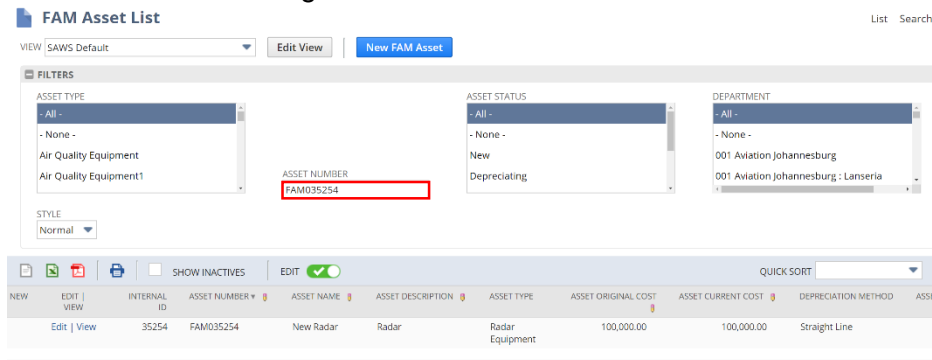
- Go to Fixed Assets > Lists > Assets



The screenshot shows the Oracle NetSuite interface. The 'Fixed Assets' menu is open, and the 'Assets' option is highlighted with a red box. Below the menu, there are search filters for DATE, ASSET TYPE, and ASSET STATUS. The main area displays a table of assets with columns for Asset Type, Asset Number, Asset Name, Depr Start Date, Asset Life, Location, Custodian, and Original Cost.

Asset Type	Asset Number	Asset Name	Depr Start Date	Asset Life	Location	Custodian	Original Cost
Land	FAM030004	A291003	1/4/2019	60	SAWS : Gauteng - Head Office	- None -	300,000.00
Air Quality Equipment	FAM032395	AQ WEBBLOGGER COMPLETE	1/4/2019	120	- None -	- None -	55,317.51
Air Quality Equipment	FAM032396	RM Young Radiation Shield	1/4/2019	120	- None -	- None -	4,397.13
Air Quality Equipment	FAM032397	ECD TECH GASCAL CALLIBRATOR	1/4/2019	120	- None -	- None -	141,366.96
Air Quality Equipment	FAM032398	Rm Young Solar Radiation 70201	1/4/2019	120	- None -	- None -	15,733.53
Air Quality Equipment	SA04893306	AETRAUM CHARTER AE 33 DRAC	1/4/2019	130	None	None	573,148.08

- Enter the following fields:
 - Asset Type e.g. **All**.
 - Asset Number e.g. **FAM035254**.
 - Asset Status e.g. **All**.



The screenshot shows the 'FAM Asset List' interface. The 'ASSET TYPE' filter is set to 'All', 'ASSET STATUS' is set to 'All', and 'DEPARTMENT' is set to '001 Aviation Johannesburg : Lanseria'. The 'ASSET NUMBER' filter is set to 'FAM035254'. Below the filters is a table with columns for NEW, EDIT | VIEW, INTERNAL ID, ASSET NUMBER, ASSET NAME, ASSET DESCRIPTION, ASSET TYPE, ASSET ORIGINAL COST, ASSET CURRENT COST, and DEPRECIATION METHOD.

NEW	EDIT VIEW	INTERNAL ID	ASSET NUMBER	ASSET NAME	ASSET DESCRIPTION	ASSET TYPE	ASSET ORIGINAL COST	ASSET CURRENT COST	DEPRECIATION METHOD
	Edit View	35254	FAM035254	New Radar	Radar	Radar Equipment	100,000.00	100,000.00	Straight Line

- Click View then Asset Sale/Disposal

ASSET NUMBER FAM035254	RESIDUAL VALUE PERCENTAGE 10.0%	CUSTOMER LOCATION
ASSET NAME New Radar	RESIDUAL VALUE 10,000.00	COMPONENT OF
<input type="checkbox"/> INACTIVE	DEPRECIATION METHOD Straight Line	DISPOSAL STATUS Donation
ASSET DESCRIPTION Radar	ASSET LIFETIME 60	VERIFICATION DATE
ASSET SERIAL NUMBER RAD002	DEPRECIATION PERIOD Monthly	VERIFICATION STATUS
PARENT ASSET	ASSET LIFETIME USAGE	TRANSFER APPROVAL STATUS
JOB	CURRENT NET BOOK VALUE 0.00	DISPOSAL APPROVAL STATUS Approved
ASSET TYPE Radar Equipment	ACCUMULATED DEPRECIATION 100,000.00	DISPOSAL APPROVER 3 Siphso Banda
ASSET ORIGINAL COST 100,000.00	ASSET STATUS Disposed	TRANSFER APPROVER
ASSET CURRENT COST 100,000.00		

Notes Files Workflow General Accounts Insurance Maintenance Components Tax Methods **Asset Sale/Disposal** Asset Usage Sub-Assets Income/Expense

DISPOSAL ITEM	DISPOSAL DATE	DISPOSAL TYPE	CUSTOMER	SALES AMOUNT	SALES INVOICE
	31/5/2019	Write-off			

Edit Back Request Transfer Actions

- Click the Depreciation History tab then view.

RESIDUAL VALUE PERCENTAGE 10.0%	CUSTOMER LOCATION
RESIDUAL VALUE 10,000.00	COMPONENT OF
DEPRECIATION METHOD Straight Line	DISPOSAL STATUS Donation
ASSET LIFETIME 60	VERIFICATION DATE
DEPRECIATION PERIOD Monthly	VERIFICATION STATUS
ASSET LIFETIME USAGE	TRANSFER APPROVAL STATUS
CURRENT NET BOOK VALUE 0.00	DISPOSAL APPROVAL STATUS Approved
ACCUMULATED DEPRECIATION 100,000.00	DISPOSAL APPROVER 3 Siphso Banda
ASSET STATUS Disposed	TRANSFER APPROVER

General Accounts Insurance Maintenance Components Tax Methods Asset Sale/Disposal Asset Usage Sub-Assets Income/Expense Lease **Depreciation History**

GL POSTING	DEPRECIATION START DATE	DEPRECIATION END DATE	ASSET STATUS	VIEW
Yes	1/4/2019	31/3/2024	Disposed	View

- Click the **Fixed Asset Disposal Entry #5** to review the disposal journal entry.

Depreciation History More

ASSET FAM035254 GL POSTING Yes
METHOD Accounting Method SCHEDULE

EDIT	TRANSACTION TYPE	DATE	TRANSACTION AMOUNT	NET BOOK VALUE	QUANTITY	POSTING REFERENCE #
Edit	Depreciation	31/5/2019	0.00	100,000.00	1	Fixed Asset Disposal Entry #5
Edit	Disposal	31/5/2019	100,000.00	0.00	1	Fixed Asset Disposal Entry #5
Edit	Acquisition	1/4/2019	100,000.00	100,000.00	1	

- Review the journal entry then click the home button.

Fixed Asset Disposal Entry List Search

5 **PENDING APPROVAL**

Actions

Primary Information

ENTRY NO. 5	DATE 31/5/2019
CURRENCY South African Rand	MEMO FAM035254
EXCHANGE RATE 1.00	STATUS Pending Approval
REVERSAL DATE	REVERSAL NUMBER

Lines Communication System Information Custom GL Impact

ACCOUNT	DEBIT	CREDIT	MEMO	NAME	DEPARTMENT	LOCATION
81450 Dep - Radar Equipment	100,000.00		Asset Write-off FAM035254 New Radar		1 Air Quality Information	SAWS : Gauteng : Irene
11450 Cost - Radar Equipment		100,000.00	Asset Write-off FAM035254 New Radar		1 Air Quality Information	SAWS : Gauteng : Irene

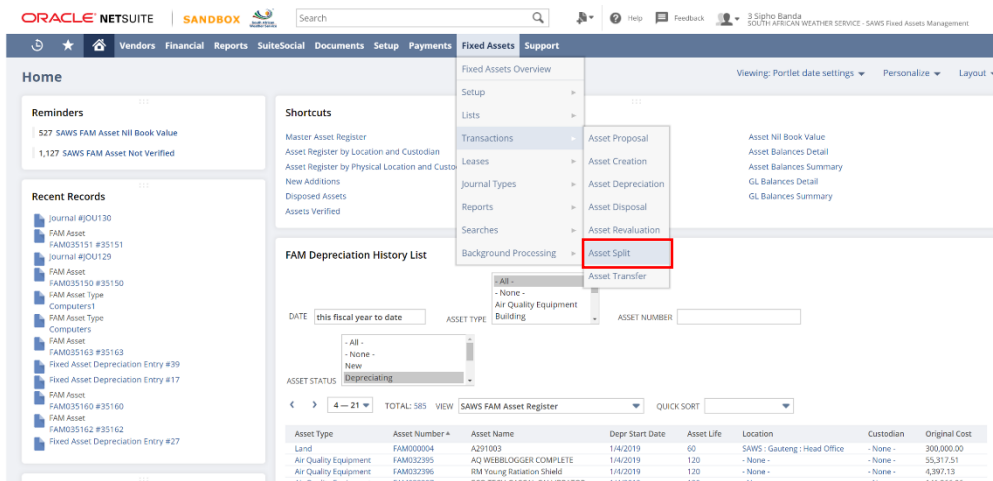
- The Fixed Asset Disposal Entry will be approved by changing the approval status to approved.

2.4 Asset Split

The Fixed Assets Management SuiteApp enables you to split assets that are not yet fully depreciated, have not been disposed of, or are not defined as inactive on the asset record. The quantity field on the Maintenance subtab of the asset record tracks the number of individual elements that form the asset. Asset split enables a specified quantity to be separated from the original asset and create a new asset. When splitting assets, new values must be provided for the cost and depreciation fields. Asset depreciation will continue to work on each asset as a whole. If different depreciation rules need to be applied to some of the quantity, then that quantity must be split to create a separate asset. Likewise, if some of the asset quantity will be transferred to a different class, department, location or subsidiary, the asset quantity must first be split to a separate asset and then moved. It is not possible to combine assets (for example, reverse the process of splitting an asset).

To split an asset:

- Go to Fixed Assets > Transactions > Asset Split.



The screenshot shows the Oracle NetSuite interface for Fixed Assets Management. The 'Transactions' menu is open, and 'Asset Split' is highlighted in red. The main area displays the 'FAM Depreciation History List' table with the following data:

Asset Type	Asset Number	Asset Name	Depr Start Date	Asset Life	Location	Custodian	Original Cost
Land	FAM000004	A21003	1/4/2019	60	SAWS - Gauteng : Head Office	-None-	300,000.00
Air Quality Equipment	FAM002395	AQ WEBBLOGGER COMPLETE	1/4/2019	120	-None-	-None-	25,817.51
Air Quality Equipment	FAM002396	RM Young Radiation Shield	1/4/2019	120	-None-	-None-	4,397.13

- In the Asset ID/Name field, enter **FAM035165**
- Enter the Split Quantity e.g. **1** in the field provided. Details of the new and old asset values are available on the Split Details subtab. New asset values are calculated based on the split quantity. These values can be edited. Take note of the following conditions when modifying the split details:
 - Split quantity must not be zero.
 - The net book value must not be greater that the current cost for both the old and new assets.



- The sum of the net book value and depreciation to date must equal the current cost.
- The last depreciation amount must not be greater than the depreciation to date.
- The residual value must not be greater than the current cost and net book value for both old and new assets.

The screenshot shows the Oracle NetSuite 'Asset Split' interface. It features a top navigation bar with 'ORACLE NETSUITE' and 'SANDBOX' logos, a search bar, and user information. Below the navigation is a breadcrumb trail: 'Vendors > Financial > Reports > SuiteFinancial > Documents > Setup > Payments > Fixed Assets > Support'. The main content area is titled 'Asset Split' and includes a 'Split' button and a 'Refresh' button. The interface is divided into three columns of data:

ASSET DYNAMICS	ASSET INFORMATION	DEPRECIATION
ASSET DYNAMICS HAMESENG HP Laptop	ASSET DESCRIPTION ASSET SERIAL NUMBER ALTERNATE ASSET NUMBER	CURRENT COST RESIDUAL VALUE DEPRECIATION METHOD Straight Line ASSET LIFETIME 36 CURRENT BOOK VALUE N/A
ASSET TYPE Minor Computers ORIGINAL COST 0.00	DEPRECIATION PERIOD N/A	DEPRECIATION TO DATE 0.00 DEPRECIATION START DATE 1/1/2019 LAST DEPRECIATION DATE 1/1/2019 ASSET STATUS New QUANTITY 1 RECURRING N/A

Below this is the 'Split Details' section, which is divided into 'New Asset Values' and 'Old Asset Values' columns, each with a 'Quantity' of 1. The 'New Asset Values' column shows: DEPRECIATION TO DATE: 0.00, ORIGINAL COST: 25,000.00, CURRENT BOOK VALUE: 25,000.00, RESIDUAL VALUE: 0.00, LAST DEPRECIATION AMOUNT: 0.00. The 'Old Asset Values' column shows: DEPRECIATION TO DATE: 0.00, ORIGINAL COST: 25,000.00, CURRENT BOOK VALUE: 25,000.00, RESIDUAL VALUE: 0.00, LAST DEPRECIATION AMOUNT: 0.00. At the bottom, there are 'Split' and 'Refresh' buttons.

- Click Split to create a new split asset and update the original asset.
- You will be redirected to the Process Status page, where you can track the status of the asset split. On the Process Status page, the following processes will be queued for asset split. You can click the Details link on any process to view the process stage details.
- Once the asset split, go to the asset and review or update details.

The screenshot shows the Oracle NetSuite 'FAM Asset' page for asset FAM035166. The top navigation bar is identical to the previous screenshot. The breadcrumb trail is: 'Vendors > Financial > Reports > SuiteFinancial > Documents > Setup > Payments > Fixed Assets > Support'. The main content area is titled 'FAM Asset' and includes an 'edit' button and an 'Actions' menu. The interface is divided into three columns of data:

ASSET INFORMATION	DEPRECIATION	ASSET STATUS
ASSET NUMBER FAM035166 ASSET NAME HP Laptop INACTIVE ASSET DESCRIPTION ASSET SERIAL NUMBER PARENT ASSET JOB ASSET TYPE Minor Computers	ASSET ORIGINAL COST 25,000.00 ASSET CURRENT COST 25,000.00 RESIDUAL VALUE PERCENTAGE 0.00 RESIDUAL VALUE 0.00 DEPRECIATION METHOD Straight Line ASSET LIFETIME 36 DEPRECIATION PERIOD Monthly ASSET LIFETIME USAGE	CURRENT NET BOOK VALUE 25,000.00 CUMULATIVE DEPRECIATION 0.00 ASSET STATUS New CUSTOMER LOCATION COMPONENT OF DISPOSAL STATUS VERIFICATION DATE VERIFICATION STATUS

Below this is a 'Files' section with a 'Workflows' tab selected. It shows an 'ATTACH EXISTING FILES' button and a table with columns: 'ATTACHED FILES', 'HOLDER', 'REQUIRED', 'LAST MODIFIED', 'DOCUMENT TYPE', 'REMOVE', and 'DOWNLOAD'. The table currently shows 'No records to show'. At the bottom, there are 'edit', 'Back', and 'Actions' buttons.



2.5 Asset Transfer

The Fixed Assets Management SuiteApp enables you to transfer simple and compound assets across asset types, subsidiaries, classes, departments, or locations. For asset transfers across subsidiaries, records of valid asset transfer accounts are required. For more information, see Asset Transfer Accounts. Starting with Fixed Assets Management version 4.0, Asset Transfers are processed in the Asset Transfer page. You will not be able to transfer the Asset Type at the same time as the Subsidiary, Department, Class, or Location. The Subsidiary, Department, Class, Location, and Asset Type fields on the Asset Record are greyed out even if the Allow Asset Value Editing preference is enabled.

To process an asset transfer by changing the asset type:

- To request approval for Asset Transfer, Click the Request Transfer button

FAM Asset
FAM035190

[Edit](#)
[Back](#)
[Request Transfer](#)
[Request Disposal](#)


[Actions](#)

ASSET NUMBER FAM035190	RESIDUAL VALUE PERCENTAGE 0.0%	CUSTOMER LOCATION
ASSET NAME New Radar	RESIDUAL VALUE 0.00	COMPONENT OF
<input type="checkbox"/> INACTIVE	DEPRECIATION METHOD Straight Line	DISPOSAL STATUS
ASSET DESCRIPTION Radar 5- BAND	ASSET LIFETIME 60	VERIFICATION DATE
ASSET SERIAL NUMBER R800010	DEPRECIATION PERIOD Monthly	VERIFICATION STATUS
PARENT ASSET	ASSET LIFETIME USAGE	TRANSFER APPROVAL STATUS
JOB	CURRENT NET BOOK VALUE 19,666.67	DISPOSAL APPROVAL STATUS
ASSET TYPE Radar Equipment	ACCUMULATED DEPRECIATION 333.33	DISPOSAL APPROVER
ASSET ORIGINAL COST 20,000.00	ASSET STATUS Depreciating	TRANSFER APPROVER
ASSET CURRENT COST 20,000.00		

[Files](#)
[Workflow](#)
[General](#)
[Accounts](#)
[Insurance](#)
[Maintenance](#)
[Components](#)
[Tax Methods](#)
[Asset Sale/Disposal](#)
[Asset Usage](#)
[Sub-Ass](#)

ATTACH EXISTING FILES

- The Asset Transfer request is pending approval from the cost center manager. To approve the request, click the Approve Transfer button.

FAM Asset
FAM035190

[Edit](#) | [Back](#) | [Approve Transfer](#) | [Reject Transfer](#) | [Request Disposal](#) | [Print](#) | [Share](#) | [Actions](#)

ASSET NUMBER FAM035190	RESIDUAL VALUE PERCENTAGE 0.0%	CUSTOMER LOCATION
ASSET NAME New Radar	RESIDUAL VALUE 0.00	COMPONENT OF
<input type="checkbox"/> INACTIVE	DEPRECIATION METHOD Straight Line	DISPOSAL STATUS
ASSET DESCRIPTION Radar S- BAND	ASSET LIFETIME 60	VERIFICATION DATE
ASSET SERIAL NUMBER R800010	DEPRECIATION PERIOD Monthly	VERIFICATION STATUS
PARENT ASSET	ASSET LIFETIME USAGE	TRANSFER APPROVAL STATUS Pending Approval
JOB	CURRENT NET BOOK VALUE 19,666.67	DISPOSAL APPROVAL STATUS
ASSET TYPE Radar Equipment	ACCUMULATED DEPRECIATION 333.33	DISPOSAL APPROVER
ASSET ORIGINAL COST 20,000.00	ASSET STATUS Depreciating	TRANSFER APPROVER 3 Siphso Banda
ASSET CURRENT COST 20,000.00		

- The transfer request has been approved.

FAM Asset
FAM035190

[Edit](#) | [Back](#) | [Request Confirmation](#) | [Request Disposal](#) | [Print](#) | [Share](#) | [Actions](#)

ASSET NUMBER FAM035190	RESIDUAL VALUE PERCENTAGE 0.0%	CUSTOMER LOCATION
ASSET NAME New Radar	RESIDUAL VALUE 0.00	COMPONENT OF
<input type="checkbox"/> INACTIVE	DEPRECIATION METHOD Straight Line	DISPOSAL STATUS
ASSET DESCRIPTION Radar S- BAND	ASSET LIFETIME 60	VERIFICATION DATE
ASSET SERIAL NUMBER R800010	DEPRECIATION PERIOD Monthly	VERIFICATION STATUS
PARENT ASSET	ASSET LIFETIME USAGE	TRANSFER APPROVAL STATUS Approved
JOB	CURRENT NET BOOK VALUE 19,666.67	DISPOSAL APPROVAL STATUS
ASSET TYPE Radar Equipment	ACCUMULATED DEPRECIATION 333.33	DISPOSAL APPROVER
ASSET ORIGINAL COST 20,000.00	ASSET STATUS Depreciating	TRANSFER APPROVER 3 Siphso Banda
ASSET CURRENT COST 20,000.00		

- To reject a transfer request, click the reject transfer.

FAM Asset
FAM035192

[Edit](#) | [Back](#) | [Request Disposal](#) | [Approve Transfer](#) | [Reject Transfer](#) | [Print](#) | [Share](#) | [Actions](#)

ASSET NUMBER FAM035192	RESIDUAL VALUE PERCENTAGE 0.0%	CUSTOMER LOCATION
ASSET NAME New Radar	RESIDUAL VALUE 0.00	COMPONENT OF
<input type="checkbox"/> INACTIVE	DEPRECIATION METHOD Straight Line	DISPOSAL STATUS
ASSET DESCRIPTION Radar S- BAND	ASSET LIFETIME 60	VERIFICATION DATE
ASSET SERIAL NUMBER R800010	DEPRECIATION PERIOD Monthly	VERIFICATION STATUS
PARENT ASSET	ASSET LIFETIME USAGE	TRANSFER APPROVAL STATUS Pending Approval
JOB	CURRENT NET BOOK VALUE 19,666.67	DISPOSAL APPROVAL STATUS
ASSET TYPE Radar Equipment	ACCUMULATED DEPRECIATION 333.33	DISPOSAL APPROVER
ASSET ORIGINAL COST 20,000.00	ASSET STATUS Depreciating	TRANSFER APPROVER 3 Siphso Banda
ASSET CURRENT COST 20,000.00		

- Enter the reason e.g. Rejected then click the save button.

Asset Reject Reason List See

REASON TYPE
Asset Transfer Rejection

REASON
Rejected

ASSET NUMBER
FAM035192 New Radar

REJECTED BY
3 Siphho Banda

REJECT DATE
14/10/2019

- Click the FAM035192 New Radar link to go back to the asset.

Asset Reject Reason

Actions ▾

ID 6	ASSET NUMBER FAM035192 New Radar
DATE CREATED 14/10/2019 12:22 pm	REJECTED BY 3 Siphho Banda
REASON TYPE Asset Transfer Rejection	REJECT DATE 14/10/2019
REASON Rejected	

- The transfer request has been rejected.

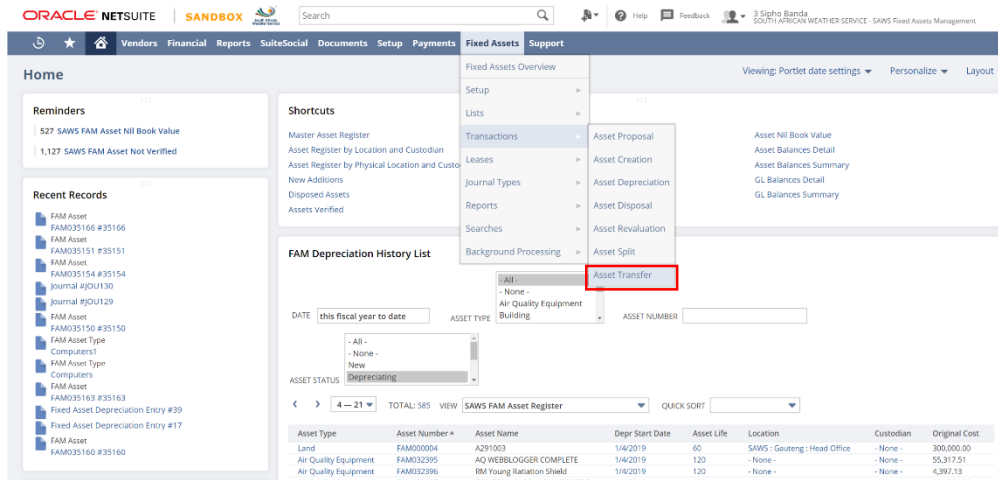
FAM Asset

FAM035192

Actions ▾

ASSET NUMBER FAM035192	RESIDUAL VALUE PERCENTAGE 0.0%	CUSTOMER LOCATION
ASSET NAME New Radar	RESIDUAL VALUE 0.00	COMPONENT OF
<input type="checkbox"/> INACTIVE	DEPRECIATION METHOD Straight Line	DISPOSAL STATUS
ASSET DESCRIPTION Radar S- BAND	ASSET LIFETIME 60	VERIFICATION DATE
ASSET SERIAL NUMBER R800010	DEPRECIATION PERIOD Monthly	VERIFICATION STATUS
PARENT ASSET	ASSET LIFETIME USAGE	TRANSFER APPROVAL STATUS Rejected
JOB	CURRENT NET BOOK VALUE 19,666.67	DISPOSAL APPROVAL STATUS
ASSET TYPE Radar Equipment	ACCUMULATED DEPRECIATION 333.33	DISPOSAL APPROVER
ASSET ORIGINAL COST 20,000.00	ASSET STATUS Depreciating	TRANSFER APPROVER 3 Siphho Banda
ASSET CURRENT COST 20,000.00		

- Go to Fixed Assets > Transactions > Asset Transfer.



- On the Asset Transfer page, select an Asset ID or Name from the list. Enter **FAM035190 New Radar**.
- On the Transfer Date field, enter **30/09/2019**.
- Select the new Asset Type for the asset e.g. **Air Quality Equipment**.

Asset Transfer

ASSET ID/NAME *
 +

TRANSFER DATE *

ASSET DESCRIPTION
 Radar S- BAND
 ASSET SERIAL NUMBER
 R800010
 ALTERNATE ASSET NUMBER

DEPARTMENT

LOCATION

ASSET TYPE
 Radar Equipment
 ORIGINAL COST
 20,000.0
 CURRENT BOOK VALUE
 19,666.67
 ASSET LIFETIME
 60
 LAST DEPRECIATION DATE
 31/8/2019

ASSET STATUS
 Depreciating
 DEPARTMENT
 Johannesburg
 LOCATION
 SAWS : Cape Town
 CURRENCY

ASSET TYPE *
 +

- Click Process Transfer button.

Asset Transfer

ASSET ID/NAME *
 +

TRANSFER DATE *

ASSET DESCRIPTION
 Radar S- BAND
 ASSET SERIAL NUMBER
 R800010
 ALTERNATE ASSET NUMBER

DEPARTMENT

LOCATION

ASSET TYPE
 Radar Equipment
 ORIGINAL COST
 20,000.0
 CURRENT BOOK VALUE
 19,666.67
 ASSET LIFETIME
 60
 LAST DEPRECIATION DATE
 31/8/2019

ASSET STATUS
 Depreciating
 DEPARTMENT
 Johannesburg
 LOCATION
 SAWS : Cape Town
 CURRENCY

ASSET TYPE *
 +

- When you transfer an asset, a catch-up depreciation will be computed to ensure that depreciation is up-to-date.
- You will be redirected to the Process Status page, where you can track the status of the asset transfer. On the Process Status page, the following processes will be queued for asset transfer. You can click the Details link on any process to view the process stage details.
- Once the transfer process is completed, you can review the asset details and journal entries that are generated on the depreciation history.

FAM Process Status

[Refresh](#)

#	INTERNAL ID	PROCESS NAME	DATE CREATED	STATUS	PROCESS STAGE	DETAILS	ERRORS
1	4097	Asset Transfer	14/10/2019 1:27 PM	Completed		Details	
2	4096	Reset Asset Values	14/10/2019 1:27 PM	Completed		Details	
3	3896	Reset Asset Values	12/10/2019 1:00 AM	Completed		Details	
4	3895	Asset Disposal	11/10/2019 3:33 PM	Completed		Details	
5	3894	Reset Asset Values	11/10/2019 3:33 PM	Completed		Details	
6	3893	Asset Depreciation	11/10/2019 1:01 PM	Completed		Details	
7	3891	Reset Asset Values	10/10/2019 9:45 PM	Completed		Details	

- The asset has been transferred from Radar Equipment to Air Quality Equipment.

FAM Asset

FAM035190

[Edit](#) [Back](#) [Request Confirmation](#) [Request Disposal](#) [Print](#) [Share](#) [Actions](#)

ASSET NUMBER FAM035190	RESIDUAL VALUE PERCENTAGE 0.0%	CUSTOMER LOCATION
ASSET NAME New Radar	RESIDUAL VALUE 0.00	COMPONENT OF
<input type="checkbox"/> INACTIVE	DEPRECIATION METHOD Straight Line	DISPOSAL STATUS
ASSET DESCRIPTION Radar S- BAND	ASSET LIFETIME 120	VERIFICATION DATE
ASSET SERIAL NUMBER R800010	DEPRECIATION PERIOD Monthly	VERIFICATION STATUS
PARENT ASSET	ASSET LIFETIME USAGE	TRANSFER APPROVAL STATUS Approved
JOB	CURRENT NET BOOK VALUE 19,666.67	DISPOSAL APPROVAL STATUS
ASSET TYPE Air Quality Equipment	ACCUMULATED DEPRECIATION 333.33	DISPOSAL APPROVER
ASSET ORIGINAL COST 20,000.00	ASSET STATUS Depreciating	TRANSFER APPROVER 3 Siphso Banda
ASSET CURRENT COST 20,000.00		

- Click depreciation history then view on the asset details to view depreciation details.

RESIDUAL VALUE PERCENTAGE 0.0%	CUSTOMER LOCATION
RESIDUAL VALUE 0.00	COMPONENT OF
DEPRECIATION METHOD Straight Line	DISPOSAL STATUS
ASSET LIFETIME 120	VERIFICATION DATE
DEPRECIATION PERIOD Monthly	VERIFICATION STATUS
ASSET LIFETIME USAGE	TRANSFER APPROVAL STATUS Approved
CURRENT NET BOOK VALUE 19,666.67	DISPOSAL APPROVAL STATUS
ACCUMULATED DEPRECIATION 333.33	DISPOSAL APPROVER
ASSET STATUS Depreciating	TRANSFER APPROVER 3 Siphso Banda

General Accounts Insurance Maintenance Components Tax Methods Asset Sale/Disposal Asset Usage Sub Assets Income/Expense Lease **Depreciation History**

GL POSTING	DEPRECIATION START DATE	DEPRECIATION END DATE	ASSET STATUS	VIEW
Yes	1/8/2019	31/7/2029	Depreciating	View

[Request Confirmation](#) [Request Disposal](#) [Print](#) [Share](#) [Actions](#)

- The asset transfer entry has been created. Click the Fixed Asset Transfer Entry #3.

Depreciation History

More

ASSET FAM035190	GL POSTING Yes
METHOD Accounting Method	SCHEDULE [Dropdown] + [Icon]

EDIT	TRANSACTION TYPE	DATE	TRANSACTION AMOUNT	NET BOOK VALUE	QUANTITY	POSTING REFERENCE #
Edit	Transfer	30/9/2019	20,000.00	0.00	1	Fixed Asset Transfer Entry #3
Edit	Depreciation	30/9/2019	-333.33	0.00	1	Fixed Asset Transfer Entry #3
Edit	Acquisition	30/9/2019	20,000.00	20,000.00	1	Fixed Asset Transfer Entry #3
Edit	Depreciation	30/9/2019	333.33	19,666.67	1	Fixed Asset Transfer Entry #3
Edit	Depreciation	31/8/2019	333.33	19,666.67	1	Fixed Asset Depreciation Entry #141
Edit	Acquisition	1/8/2019	20,000.00	20,000.00	1	

- The transfer entry is pending approval.

Fixed Asset Transfer Entry [Search] [List] [Search]

3 PENDING APPROVAL

[Edit] [Back] [Print] [Share] [Actions]

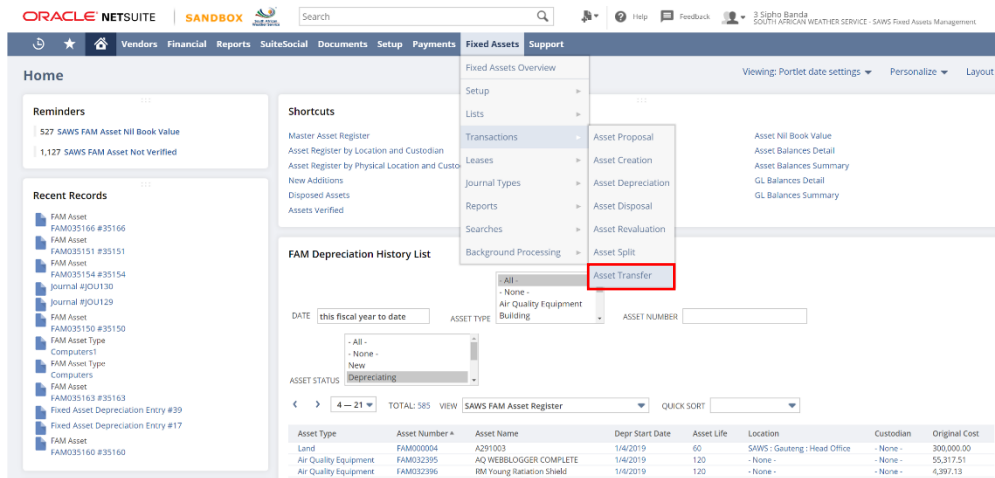
Primary Information

ENTRY NO. 3	POSTING PERIOD
CURRENCY South African Rand	MEMO FAM035190
EXCHANGE RATE 1.00	STATUS Pending Approval
DATE 30/9/2019	REVERSAL NUMBER
REVERSAL DATE	

ACCOUNT	DEBIT	CREDIT	MEMO	NAME	DEPARTMENT	LOCATION
11450 Cost - Radar Equipment		20,000.00	Asset Transfer Out (FAM)		Johannesburg	SAWS : Cape Town
12450 Acc Dep - Radar Equipment	333.33		Asset Transfer Out (FAM)		Johannesburg	SAWS : Cape Town
11350 Cost - Air Quality Equipment	20,000.00		Asset Transfer In (FAM)		Johannesburg	SAWS : Cape Town
12600 Acc Dep - Comp Equipment		333.33	Asset Transfer In (FAM)		Johannesburg	SAWS : Cape Town

To process an asset transfer by changing the department, location and custodian:

- Go to Fixed Assets > Transactions > Asset Transfer.



The screenshot shows the Oracle NetSuite interface for Fixed Assets. The 'Fixed Assets' menu is open, and the 'Transactions' option is selected, which has opened a sub-menu. In this sub-menu, the 'Asset Transfer' option is highlighted with a red box. Other options in the sub-menu include Asset Proposal, Asset Creation, Asset Depreciation, Asset Disposal, Asset Revaluation, and Asset Split. The main interface shows a 'FAM Depreciation History List' table with columns for Date, Asset Type, Asset Name, Depr Start Date, Asset Life, Location, Custodian, and Original Cost.

- On the Asset Transfer page, select an Asset ID or Name from the list. Enter **FAM035190 New Radar**.
- On the Transfer Date field, enter **30/09/2019**.
- Enter the following:
 - Department e.g. **Air Quality Information**.
 - Location e.g. **SAWS : Gauteng : Head Office**.

Asset Transfer

| |

<p>ASSET ID/NAME *</p> <input type="text" value="FAM035190 New Radar"/> + <input type="button" value="x"/> <input type="button" value="link"/> <p>TRANSFER DATE *</p> <input type="text" value="30/9/2019"/> <input type="button" value="calendar"/> <p>ASSET DESCRIPTION Radar S- BAND</p> <p>ASSET SERIAL NUMBER R800010</p> <p>ALTERNATE ASSET NUMBER</p>	<p>ASSET TYPE Air Quality Equipment</p> <p>ORIGINAL COST 20,000.0</p> <p>CURRENT BOOK VALUE 19,666.67</p> <p>ASSET LIFETIME 120</p> <p>LAST DEPRECIATION DATE 31/8/2019</p>	<p>ASSET STATUS Depreciating</p> <p>DEPARTMENT Johannesburg</p> <p>LOCATION SAWS : Cape Town</p> <p>CURRENCY</p>
----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------------------------------

<p>DEPARTMENT</p> <input type="text" value="1 Air Quality Information"/> <input type="button" value="x"/> <input type="button" value="link"/> <p>LOCATION</p> <input type="text" value="SAWS : Gauteng : Head Office"/> <input type="button" value="x"/> <input type="button" value="link"/>	<p>ASSET TYPE *</p> <input type="text" value="Air Quality Equipment"/> <input type="button" value="x"/> <input type="button" value="link"/>
----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---------------------------------------------------------------------------------------------------------------------------------------------

| |

- Click Process Transfer.

| |

<p>ASSET ID/NAME *</p> <input type="text" value="FAM035190 New Radar"/> + <input type="button" value="x"/> <input type="button" value="link"/> <p>TRANSFER DATE *</p> <input type="text" value="30/9/2019"/> <input type="button" value="calendar"/> <p>ASSET DESCRIPTION Radar S- BAND</p> <p>ASSET SERIAL NUMBER R800010</p> <p>ALTERNATE ASSET NUMBER</p>	<p>ASSET TYPE Air Quality Equipment</p> <p>ORIGINAL COST 20,000.0</p> <p>CURRENT BOOK VALUE 19,666.67</p> <p>ASSET LIFETIME 120</p> <p>LAST DEPRECIATION DATE 31/8/2019</p>	<p>ASSET STATUS Depreciating</p> <p>DEPARTMENT Johannesburg</p> <p>LOCATION SAWS : Cape Town</p> <p>CURRENCY</p>
----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------------------------------

<p>DEPARTMENT</p> <input type="text" value="1 Air Quality Information"/> <input type="button" value="x"/> <input type="button" value="link"/> <p>LOCATION</p> <input type="text" value="SAWS : Gauteng : Head Office"/> <input type="button" value="x"/> <input type="button" value="link"/>	<p>ASSET TYPE *</p> <input type="text" value="Air Quality Equipment"/> <input type="button" value="x"/> <input type="button" value="link"/>
----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---------------------------------------------------------------------------------------------------------------------------------------------

| |

- Once the transfer process is completed, Go to Fixed Assets > Lists > Assets.

FAM Process Status

[Refresh](#)

#	INTERNAL ID	PROCESS NAME	DATE CREATED	STATUS	PROCESS STAGE	DETAILS
1	4099	Asset Transfer	14/10/2019 1:54 PM	Completed		Details
2	4098	Reset Asset Values	14/10/2019 1:54 PM	Completed		Details
3	4097	Asset Transfer	14/10/2019 1:27 PM	Completed		Details
4	4096	Reset Asset Values	14/10/2019 1:27 PM	Completed		Details
5	3896	Reset Asset Values	12/10/2019 1:00 AM	Completed		Details

- Click Edit then General tab and change the following:
 - Custodian e.g. **Sipho Banda**.
 - Click the save button.

DEPARTMENT *

1 Air Quality Information

CLASS

LOCATION

SAWS : Gauteng : Head Office

SUBSIDIARY

CURRENCY

CUSTODIAN

3 Sipho Banda +

PHYSICAL LOCATION

Cape Town Internation airport

INCLUDE IN REPORTS

PURCHASE DATE

DEPRECIATION START DATE *

1/8/2019

DEPRECIATION END DATE

31/7/2029

TARGET DEPRECIATION DATE

1/1/1980

DEPRECIATION ACTIVE

True

DEPRECIATION RULES

Acquisition

REVISION RULES

Current Period

MANUFACTURER

DATE OF MANUFACTURE

SUPPLIER

PURCHASE ORDER

PARENT TRANSACTION

PARENT TRANSACTION LINE

FINANCIAL YEAR START

April

ANNUAL METHOD ENTRY

Fiscal Year

LAST DEPRECIATION PERIOD

1

LAST DEPRECIATION AMOUNT

333.33

LAST DEPRECIATION DATE

31/8/2019

PRIOR YEAR NBV

20,000.00

[Save](#) [Reset](#) [Cancel](#) [Actions](#)

- Click the request confirmation. The new custodian will receive an email notification to confirm the transfer.

FAM Asset ← → List

FAM035190

[Edit](#) [Back](#) [Request Confirmation](#) [Request Disposal](#) [Actions](#)

ASSET NUMBER FAM035190	RESIDUAL VALUE PERCENTAGE 0.0%	CUSTOMER LOCATION
ASSET NAME New Radar	RESIDUAL VALUE 0.00	COMPONENT OF
<input type="checkbox"/> INACTIVE	DEPRECIATION METHOD Straight Line	DISPOSAL STATUS
ASSET DESCRIPTION Radar S- BAND	ASSET LIFETIME 120	VERIFICATION DATE
ASSET SERIAL NUMBER R800010	DEPRECIATION PERIOD Monthly	VERIFICATION STATUS
PARENT ASSET	ASSET LIFETIME USAGE	TRANSFER APPROVAL STATUS Approved
JOB	CURRENT NET BOOK VALUE 19,666.67	DISPOSAL APPROVAL STATUS
ASSET TYPE Air Quality Equipment	ACCUMULATED DEPRECIATION 333.33	DISPOSAL APPROVER
ASSET ORIGINAL COST 20,000.00	ASSET STATUS Depreciating	TRANSFER APPROVER 3 Sipho Banda
ASSET CURRENT COST 20,000.00		

Notes Files Workflow **General** Accounts Insurance Maintenance Components Tax Methods Asset Sale/Disposal Asset Usage Sub-Assets Income/Expense

DEPARTMENT DEPRECIATION START DATE PURCHASE ORDER

- The new custodian will receive an email notification to confirm the transfer.
- To confirm the transfer, click the Confirm button.

FAM Asset
FAM035190

[Edit](#)
[Back](#)
[Confirm](#)
[Not Confirmed](#)
[Request Disposal](#)
[Print](#)
[Share](#)
[Actions](#)

ASSET NUMBER FAM035190	RESIDUAL VALUE PERCENTAGE 0.0%	CUSTOMER LOCATION
ASSET NAME New Radar	RESIDUAL VALUE 0.00	COMPONENT OF
<input type="checkbox"/> INACTIVE	DEPRECIATION METHOD Straight Line	DISPOSAL STATUS
ASSET DESCRIPTION Radar S- BAND	ASSET LIFETIME 120	VERIFICATION DATE
ASSET SERIAL NUMBER R800010	DEPRECIATION PERIOD Monthly	VERIFICATION STATUS
PARENT ASSET	ASSET LIFETIME USAGE	TRANSFER APPROVAL STATUS Pending Confirmation
JOB	CURRENT NET BOOK VALUE 19,666.67	DISPOSAL APPROVAL STATUS
ASSET TYPE Air Quality Equipment	ACCUMULATED DEPRECIATION 333.33	DISPOSAL APPROVER
ASSET ORIGINAL COST 20,000.00	ASSET STATUS Depreciating	TRANSFER APPROVER 3 Sipho Banda
ASSET CURRENT COST 20,000.00		

[Notes](#)
[Files](#)
[Workflow](#)
[General](#)
[Accounts](#)
[Insurance](#)
[Maintenance](#)
[Components](#)
[Tax Methods](#)
[Asset Sale/Disposal](#)
[Asset Usage](#)
[Sub-Assets](#)
[Income](#)

User Notes System Notes

- The transfer has been confirmed.

FAM Asset
FAM035190

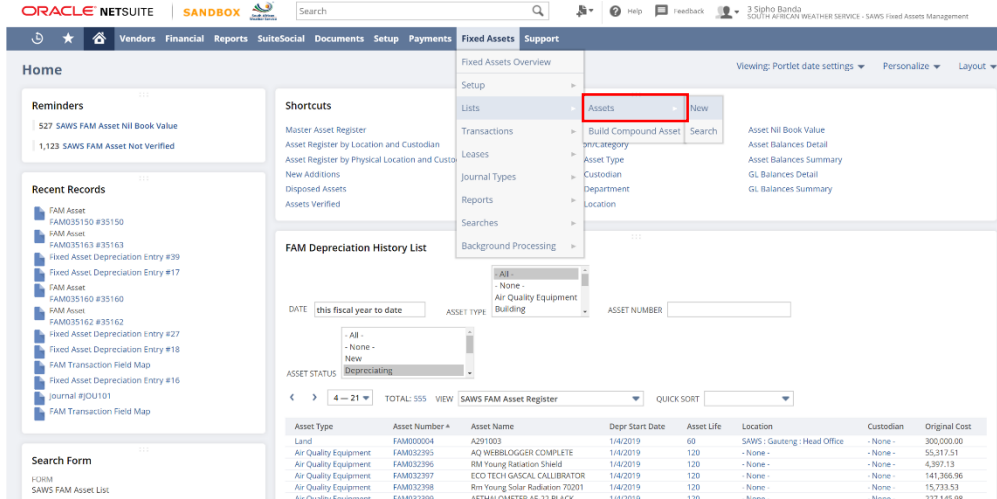
[Edit](#)
[Back](#)
[Request Disposal](#)
[Print](#)
[Share](#)
[Actions](#)

ASSET NUMBER FAM035190	RESIDUAL VALUE PERCENTAGE 0.0%	CUSTOMER LOCATION
ASSET NAME New Radar	RESIDUAL VALUE 0.00	COMPONENT OF
<input type="checkbox"/> INACTIVE	DEPRECIATION METHOD Straight Line	DISPOSAL STATUS
ASSET DESCRIPTION Radar S- BAND	ASSET LIFETIME 120	VERIFICATION DATE
ASSET SERIAL NUMBER R800010	DEPRECIATION PERIOD Monthly	VERIFICATION STATUS
PARENT ASSET	ASSET LIFETIME USAGE	TRANSFER APPROVAL STATUS Confirmed
JOB	CURRENT NET BOOK VALUE 19,666.67	DISPOSAL APPROVAL STATUS
ASSET TYPE Air Quality Equipment	ACCUMULATED DEPRECIATION 333.33	DISPOSAL APPROVER
ASSET ORIGINAL COST 20,000.00	ASSET STATUS Depreciating	TRANSFER APPROVER 3 Sipho Banda
ASSET CURRENT COST 20,000.00		

2.6 Asset Verification

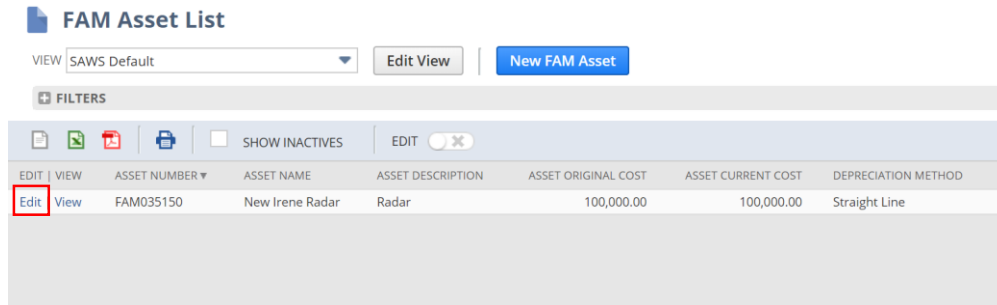
To verify assets:

- Go to Fixed Assets > Lists > Assets.



Asset Type	Asset Number	Asset Name	Depr Start Date	Asset Life	Location	Custodian	Original Cost
Land	FAM00004	A291003	1/4/2019	60	SAWS - Gauteng - Head Office	- None -	300,000.00
Air Quality Equipment	FAM032395	AQ WEBBLOGGGER COMPLETE	1/4/2019	120	- None -	- None -	55,317.51
Air Quality Equipment	FAM032396	RM Young Radiation Shield	1/4/2019	120	- None -	- None -	4,397.13
Air Quality Equipment	FAM032397	EEO TECH GASCAL CALIBRATOR	1/4/2019	120	- None -	- None -	143,366.96
Air Quality Equipment	FAM032398	Ben Young Solar Radiation 70201	1/4/2019	120	- None -	- None -	15,733.53
Air Quality Equipment	FAM032399	ACTUAL METER AE 33 BA 4 PK	1/4/2019	120	- None -	- None -	337,845.86

- Click the edit button on the radar equipment.



FAM Asset List

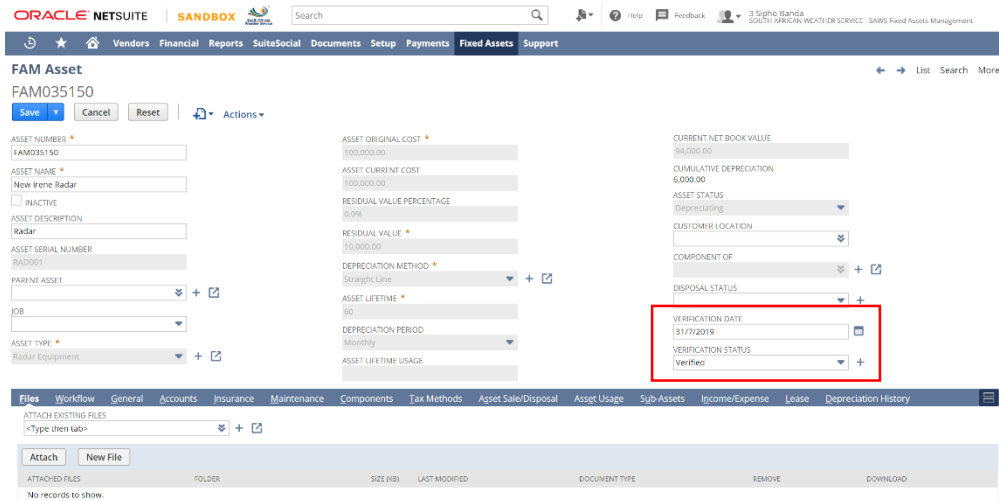
VIEW: SAWS Default [Edit View](#) [New FAM Asset](#)

FILTERS

SHOW INACTIVES EDIT

EDIT	VIEW	ASSET NUMBER	ASSET NAME	ASSET DESCRIPTION	ASSET ORIGINAL COST	ASSET CURRENT COST	DEPRECIATION METHOD
Edit	View	FAM035150	New Irene Radar	Radar	100,000.00	100,000.00	Straight Line

- Enter values for the following fields:
 - Verification Date e.g. 31/07/2019.
 - Verification Status e.g. Verified.



The screenshot shows the Oracle NetSuite interface for creating or editing a Fixed Asset record. The main form is titled "FAM Asset" and contains the following fields:

- ASSET NUMBER: FAM035150
- ASSET NAME: New Irene Radar
- ASSET DESCRIPTION: Radar
- ASSET SERIAL NUMBER: RAD001
- ASSET TYPE: Radar Equipment
- ASSET ORIGINAL COST: 100,000.00
- ASSET CURRENT COST: 100,000.00
- RESIDUAL VALUE PERCENTAGE: 0.0%
- RESIDUAL VALUE: 10,000.00
- DEPRECIATION METHOD: Straight Line
- ASSET LIFETIME: 10
- DEPRECIATION PERIOD: Monthly
- ASSET LIFETIME USAGE: 0
- CURRENT NET BOOK VALUE: 90,000.00
- CUMULATIVE DEPRECIATION: 6,000.00
- ASSET STATUS: Depreciating
- VERIFICATION DATE: 31/7/2019
- VERIFICATION STATUS: Verified

The "Verification Date" and "Verification Status" fields are highlighted with a red box in the original image.

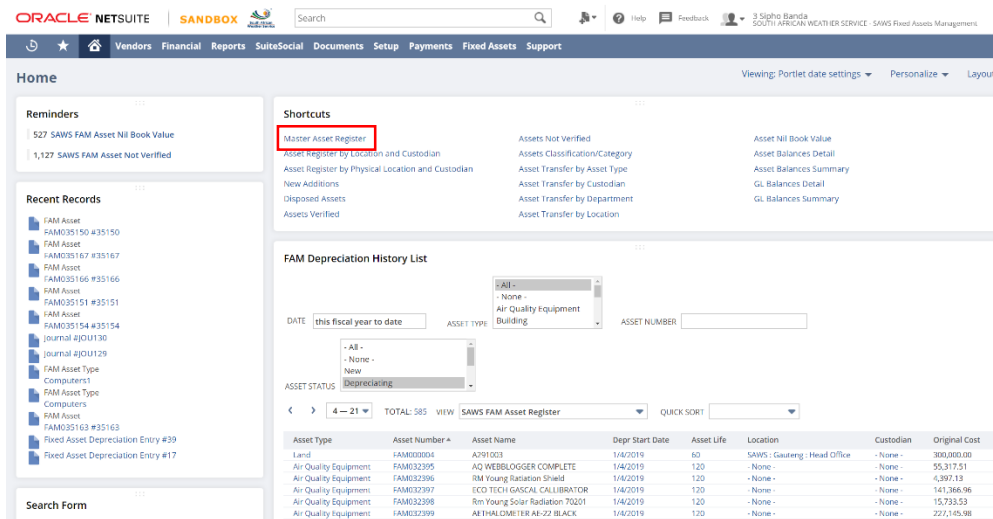
- Save the asset record.

2.7 Reports

2.7.1 Master Asset Register

To run the Fixed Asset Register

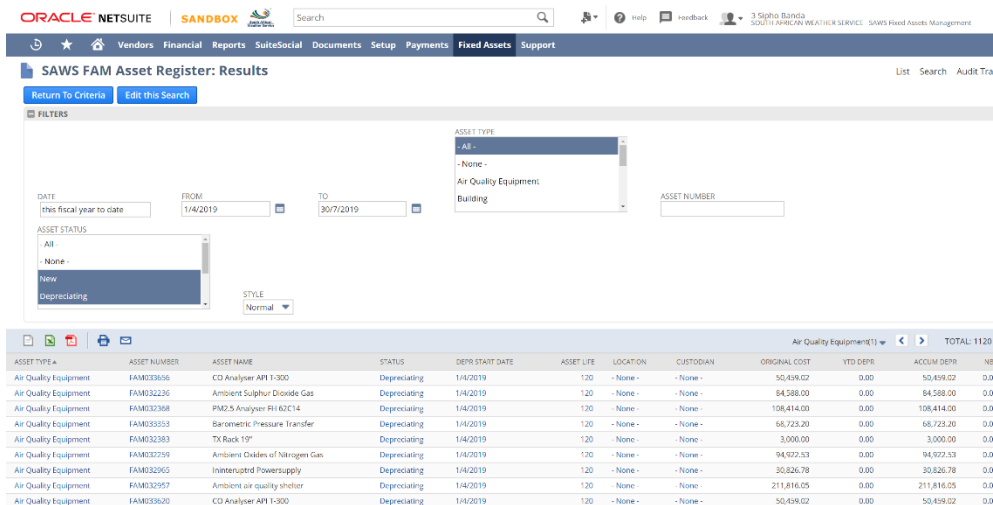
- Click the Master Asset Register link.



The screenshot shows the Oracle NetSuite interface. In the 'Shortcuts' section, the 'Master Asset Register' link is highlighted with a red box. Below it, there is a 'FAM Depreciation History List' section with various filters and a table of asset records.

Asset Type	Asset Number	Asset Name	Depr Start Date	Asset Life	Location	Custodian	Original Cost
Land	444000004	AFO1003	1/4/2019	60	SAWS - Gauteng - Head Office	- None -	300,000.00
Air Quality Equipment	FAM032395	AQ WEBBLOGGER COMPLETE	1/4/2019	120	- None -	- None -	55,317.51
Air Quality Equipment	FAM032396	RM Young Radiation Shield	1/4/2019	120	- None -	- None -	4,397.13
Air Quality Equipment	FAM032397	ECO TEC1 GASCAL CALIBRATOR	1/4/2019	120	- None -	- None -	141,366.96
Air Quality Equipment	FAM032398	Rm Young Solar Radiation 70201	1/4/2019	120	- None -	- None -	15,733.53
Air Quality Equipment	FAM032399	AETHALDIMER AH-22 BLACK	1/4/2019	120	- None -	- None -	227,145.98

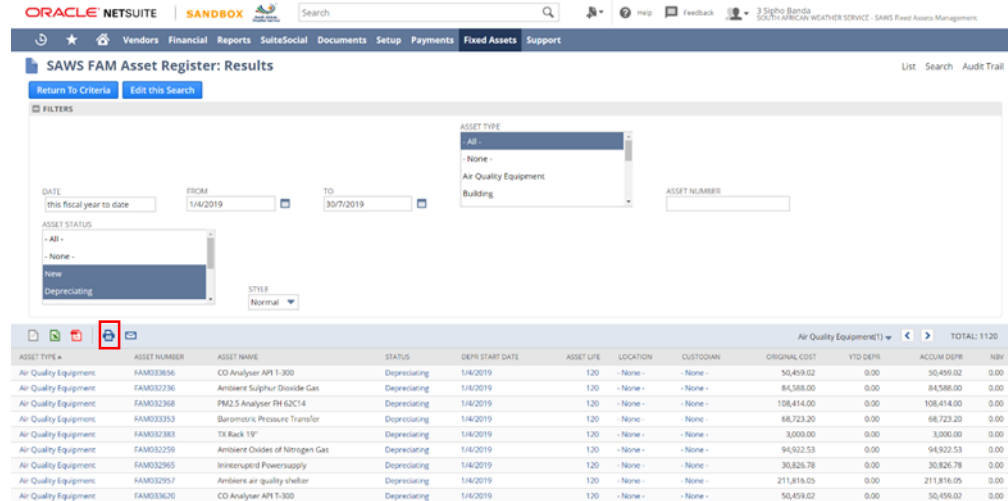
- Enter values for the following fields:
 - Date - this fiscal year to date
 - From - 01/04/2019
 - To - 31/07/2019
 - Asset Type - All
 - Asset Status - New and Depreciating



The screenshot shows the 'SAWS FAM Asset Register: Results' page. It includes a 'FILTERS' section with the following settings: DATE: 'this fiscal year to date', FROM: '1/4/2019', TO: '30/7/2019', ASSET TYPE: 'All', and ASSET STATUS: 'New, Depreciating'. Below the filters is a table of asset records.

ASSET TYPE	ASSET NUMBER	ASSET NAME	STATUS	DEPR START DATE	ASSET LIFE	LOCATION	CUSTODIAN	ORIGINAL COST	YTD DEPR	ACCUM DEPR	NEW
Air Quality Equipment	FAM032356	CD Analyser API 1-300	Depreciating	1/4/2019	120	- None -	- None -	50,459.02	0.00	50,459.02	0.00
Air Quality Equipment	FAM032326	Ambient Sulphur Dioxide Gas	Depreciating	1/4/2019	120	- None -	- None -	84,588.00	0.00	84,588.00	0.00
Air Quality Equipment	FAM032368	PM2.5 Analyser FH 62C14	Depreciating	1/4/2019	120	- None -	- None -	106,414.00	0.00	106,414.00	0.00
Air Quality Equipment	FAM033333	Barometric Pressure Transfer	Depreciating	1/4/2019	120	- None -	- None -	68,723.20	0.00	68,723.20	0.00
Air Quality Equipment	FAM032383	TX Rack 19"	Depreciating	1/4/2019	120	- None -	- None -	3,000.00	0.00	3,000.00	0.00
Air Quality Equipment	FAM032393	Ambient Oxides of Nitrogen Gas	Depreciating	1/4/2019	120	- None -	- None -	94,927.33	0.00	94,927.33	0.00
Air Quality Equipment	FAM032905	Interrupted Powersupply	Depreciating	1/4/2019	120	- None -	- None -	30,826.78	0.00	30,826.78	0.00
Air Quality Equipment	FAM032957	Ambient air quality shelter	Depreciating	1/4/2019	120	- None -	- None -	211,816.05	0.00	211,816.05	0.00
Air Quality Equipment	FAM032920	CD Analyser API 1-300	Depreciating	1/4/2019	120	- None -	- None -	50,459.02	0.00	50,459.02	0.00

- Click the Print button to review the PDF.

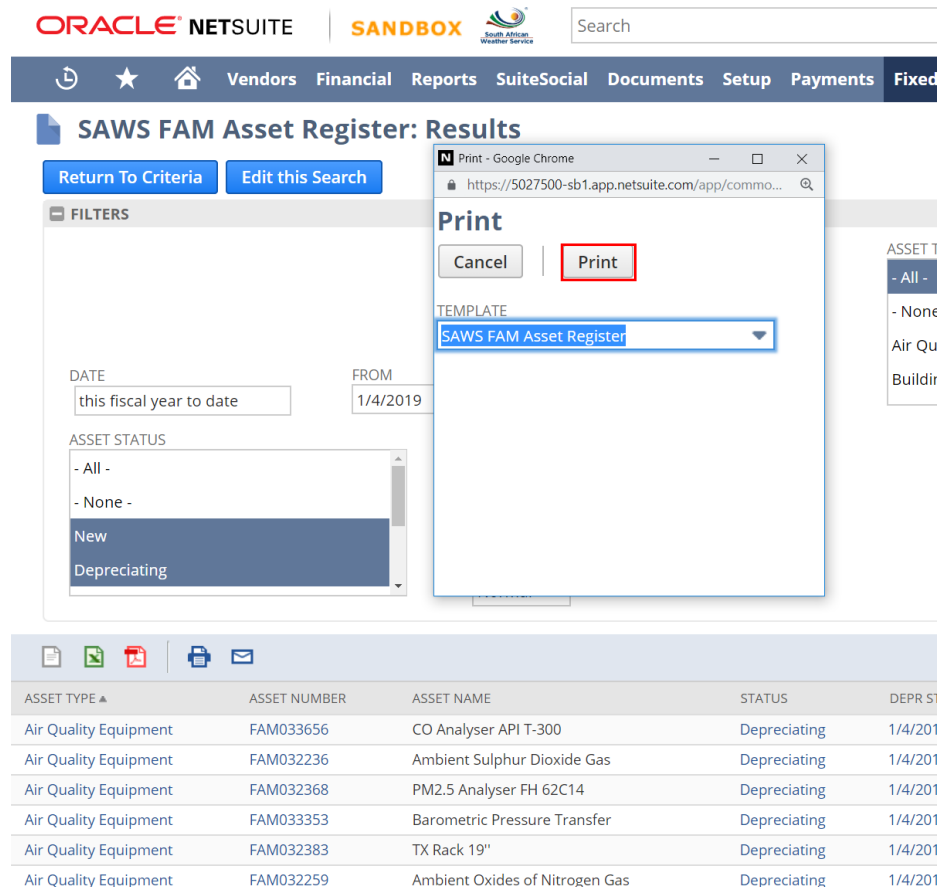


SAWS FAM Asset Register: Results

Filters: DATE: this fiscal year to date, FROM: 1/4/2019, TO: 30/7/2019, ASSET TYPE: All, ASSET STATUS: Depreciating, STYLE: Normal

ASSET TYPE	ASSET NUMBER	ASSET NAME	STATUS	DEPR START DATE	ASSET LIFE	LOCATION	CUSTODIAN	ORIGINAL COST	YTD DEPR	ACCUM DEPR	NBV
Air Quality Equipment	FAM03366	CO Analyser API T-300	Depreciating	1/4/2019	120	-None-	-None-	50,459.02	0.00	50,459.02	0.00
Air Quality Equipment	FAM03236	Ambient Sulphur Dioxide Gas	Depreciating	1/4/2019	120	-None-	-None-	84,568.00	0.00	84,568.00	0.00
Air Quality Equipment	FAM032368	PM2.5 Analyser FH 62C14	Depreciating	1/4/2019	120	-None-	-None-	108,414.00	0.00	108,414.00	0.00
Air Quality Equipment	FAM033353	Barometric Pressure Transfer	Depreciating	1/4/2019	120	-None-	-None-	68,723.20	0.00	68,723.20	0.00
Air Quality Equipment	FAM032383	TX Rack 19"	Depreciating	1/4/2019	120	-None-	-None-	3,000.00	0.00	3,000.00	0.00
Air Quality Equipment	FAM032259	Ambient Oxides of Nitrogen Gas	Depreciating	1/4/2019	120	-None-	-None-	94,023.53	0.00	94,023.53	0.00
Air Quality Equipment	FAM032965	Interupted PowerSupply	Depreciating	1/4/2019	120	-None-	-None-	30,826.78	0.00	30,826.78	0.00
Air Quality Equipment	FAM032957	Ambient air quality shalbar	Depreciating	1/4/2019	120	-None-	-None-	211,816.05	0.00	211,816.05	0.00
Air Quality Equipment	FAM033620	CO Analyser API T-300	Depreciating	1/4/2019	120	-None-	-None-	50,459.02	0.00	50,459.02	0.00

- Select the SAWS FAM Asset Register Template then click the Print button.



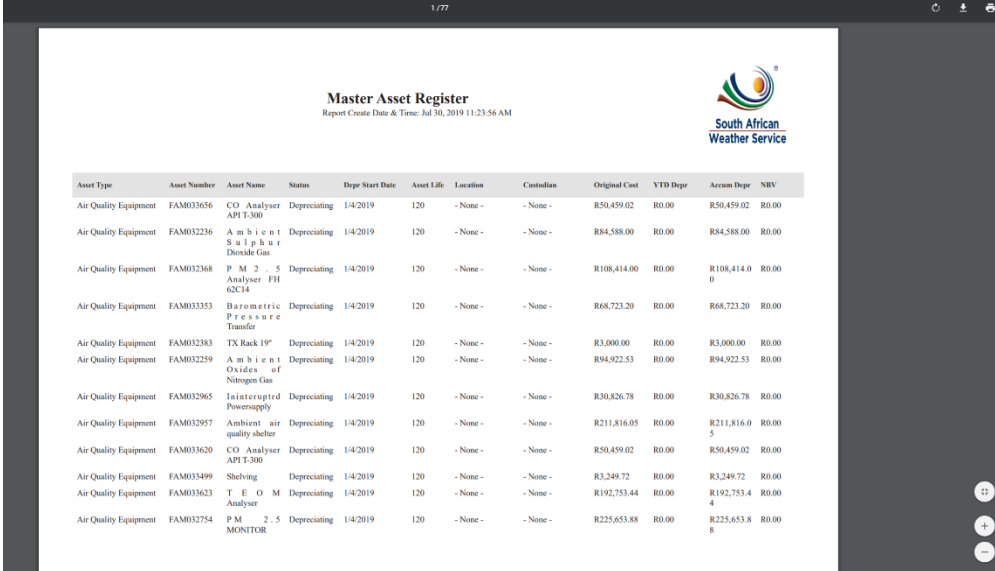
SAWS FAM Asset Register: Results

Filters: DATE: this fiscal year to date, FROM: 1/4/2019, ASSET STATUS: Depreciating

Print Dialog: Print, Cancel, TEMPLATE: SAWS FAM Asset Register

ASSET TYPE	ASSET NUMBER	ASSET NAME	STATUS	DEPR ST
Air Quality Equipment	FAM033656	CO Analyser API T-300	Depreciating	1/4/201
Air Quality Equipment	FAM032236	Ambient Sulphur Dioxide Gas	Depreciating	1/4/201
Air Quality Equipment	FAM032368	PM2.5 Analyser FH 62C14	Depreciating	1/4/201
Air Quality Equipment	FAM033353	Barometric Pressure Transfer	Depreciating	1/4/201
Air Quality Equipment	FAM032383	TX Rack 19"	Depreciating	1/4/201
Air Quality Equipment	FAM032259	Ambient Oxides of Nitrogen Gas	Depreciating	1/4/201

- Review the PDF then click the download button to save the PDF.



Master Asset Register
Report Create Date & Time: Jul 30, 2019 11:23:56 AM

Asset Type	Asset Number	Asset Name	Status	Depr Start Date	Asset Life	Location	Custodian	Original Cost	YTD Depr	Accum Depr	NBV
Air Quality Equipment	FAM033656	CO Analyser API T-300	Depreciating	1/4/2019	120	- None -	- None -	R50,459.02	R0.00	R50,459.02	R0.00
Air Quality Equipment	FAM032216	Ambient Sulphur Dioxide Gas	Depreciating	1/4/2019	120	- None -	- None -	R84,588.00	R0.00	R84,588.00	R0.00
Air Quality Equipment	FAM032368	P M 2 . 5 Analyser FH 62C14	Depreciating	1/4/2019	120	- None -	- None -	R108,414.00	R0.00	R108,414.00	R0.00
Air Quality Equipment	FAM033353	Barometric Pressure Transfer	Depreciating	1/4/2019	120	- None -	- None -	R68,723.20	R0.00	R68,723.20	R0.00
Air Quality Equipment	FAM032383	TX Rack 19"	Depreciating	1/4/2019	120	- None -	- None -	R3,000.00	R0.00	R3,000.00	R0.00
Air Quality Equipment	FAM032259	Ambient Oxides of Nitrogen Gas	Depreciating	1/4/2019	120	- None -	- None -	R94,922.53	R0.00	R94,922.53	R0.00
Air Quality Equipment	FAM032965	Interrupted Powersupply	Depreciating	1/4/2019	120	- None -	- None -	R30,826.78	R0.00	R30,826.78	R0.00
Air Quality Equipment	FAM032957	Ambient air quality shelter	Depreciating	1/4/2019	120	- None -	- None -	R211,816.05	R0.00	R211,816.05	R0.00
Air Quality Equipment	FAM033620	CO Analyser API T-300	Depreciating	1/4/2019	120	- None -	- None -	R50,459.02	R0.00	R50,459.02	R0.00
Air Quality Equipment	FAM033499	Shelving	Depreciating	1/4/2019	120	- None -	- None -	R3,249.72	R0.00	R3,249.72	R0.00
Air Quality Equipment	FAM033623	T E O M Analyser	Depreciating	1/4/2019	120	- None -	- None -	R192,753.44	R0.00	R192,753.44	R0.00
Air Quality Equipment	FAM032754	P M 2 . 5 MONITOR	Depreciating	1/4/2019	120	- None -	- None -	R225,653.88	R0.00	R225,653.88	R0.00

2.7.2 Asset Register by Location and Custodian

- Repeat steps in 2.7.1 to run the report.

2.7.3 Asset Register by Physical Location and Custodian

- Repeat steps in 2.7.1 to run the report.

2.7.4 New Additions

- Repeat steps in 2.7.1 to run the report.

2.7.5 Disposals

- Repeat steps in 2.7.1 to run the report.

2.7.6 Assets Verified

- Repeat steps in 2.7.1 to run the report.

2.7.7 Assets Not Verified

- Repeat steps in 2.7.1 to run the report.

2.7.8 Asset Nil Book Value

- Repeat steps in 2.7.1 to run the report.

2.7.9 Asset Transfer by Asset type

- Repeat steps in 2.7.1 to run the report.

2.7.10 Asset Transfer by Location

- Repeat steps in 2.7.1 to run the report.

2.7.11 Asset Transfer by Department

- Repeat steps in 2.7.1 to run the report.

2.7.12 Asset Transfer by Custodian

- Repeat steps in 2.7.1 to run the report.

2.7.13 Asset Classification/Category

- Repeat steps in 2.7.1 to run the report.

2.7.14 GL Balances Summary

- Repeat steps in 2.7.1 to run the report.

2.7.15 GL Balances Detail

- Repeat steps in 2.7.1 to run the report.

2.7.16 Assets Balances Summary

- Repeat steps in 2.7.1 to run the report.

2.7.17 Assets Balances Detail

- Repeat steps in 2.7.1 to run the report.

Asset Condition

Asset Type Major or Minor